



Burlington City Council Meeting

January 20, 2015

Municipal Building Council Chamber

7:00 p.m.

CALL TO ORDER: Mayor Ronnie Wall

INVOCATION: Mayor Pro Tem Celo Faucette

APPROVAL OF MINUTES:

- January 5, 2015 – Work Session
- January 6, 2015 – City Council Meeting

CODE OF ETHICS–DISCLOSING CONFLICTS OF INTEREST: City Clerk Renee Ward

ADOPTION OF AGENDA

CONSENT AGENDA:

ITEM 1:

- A.** To approve waiving bulk collection fees for the period of Monday, March 2, 2015, through Friday, May 1, 2015.
- B.** To appoint Mr. Michael Graves to the Housing Authority to fulfill the unexpired term of Reverend Dray Bland, expiring on June 30, 2017.
- C.** Budget Amendment 2015-48 – Police – Donation

BA2015-48

Increase Revenues:

010-33109-0000	Donations – Miscellaneous	\$ 3,000
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Increase Expenditures:

010-51517-3300	Departmental Supplies	\$ 3,000
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UNFINISHED BUSINESS:

2. City Council will consider adopting an ordinance creating and levying a Municipal Vehicle Tax for Public Transportation in the City of Burlington, pursuant to NC General Statute 20-97(c).

PUBLIC HEARING:

3. A public hearing has been scheduled to receive citizen comments on Area Housing and Neighborhood Improvement needs to develop the 2015-2020 Five-Year Consolidation Plan for the Community Development Block Grant Program.

NEW BUSINESS:

4. City Council will consider temporarily closing Front Street from Spring Street to Lexington Avenue on April 20, 2015, from 2:00pm to 8:30pm for the United Way's fundraising event, Taste of Alamance, conditional upon meeting all requirements of the City of Burlington's Special Events Policy.
5. City Council will consider a partnership with Impact Alamance for a project to construct a Splash Park.
6. City Council will consider adopting a resolution providing the sale and issuance of the City of Burlington's General Obligation Refunding Bond, Series 2015, in the amount of \$4,047,000.00, authorize the Mayor, Director of Finance, and the City Clerk to sign the financing documents and to approve Budget Amendment 2015-46 – General Obligation 2015 Refunding Series.

BA2015-46

General Fund

Increase Revenues:

010-38390-0015	Trans. From Cap. Res. Fund	\$2,140,000
015-39398-0000	Appropriated Fund Balance	2,140,000

Increase Expenditures:

015-70700-9100	Operating Trans. Out	\$2,140,000
010-66660-8100	Bond Principal	2,140,000

7. City Council will consider supporting a Governor's Crime Commission Grant for investigations and prosecutions in matters of human trafficking.

8. City Council will consider Change Order No. 2 adding the cost for the 42-inch Haw River Interceptor replacement Phase 2A in the amount of \$2,661,473.00 and 150 calendar days to the contract with Park Construction of NC, Inc., and to approve Budget Amendment 2015-47.

BA2015-47

Increase Revenues:

030-39398-0000	Appropriated Fund Balance	\$2,661,473
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Increase Expenditures:

030-75705-7500	Construction in Progress	\$2,661,473
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PUBLIC COMMENT PERIOD

CITY COUNCIL COMMENTS

ADJOURN



MINUTES OF THE CITY OF BURLINGTON CITY COUNCIL WORK SESSION

January 5, 2015

The City Council of the City of Burlington held a regularly scheduled work session in the Municipal Conference Room, 425 South Lexington Avenue, Burlington, N.C., on January 5, 2015, at 5:00 p.m.

Councilmembers present: Mayor Ronnie K. Wall, Mayor Pro Tem Faucette
Councilmembers Robert Ward, James Butler and Kathy Hykes

Councilmembers absent: None

City Manager: Harold Owen, present

City Attorney: David Huffman, present

City Clerk: Renee Ward, present

Staff Present: Frank Hope, Nolan Kirkman, Peggy Reece, Amy Nelson, Police Chief Jeff Smythe, Bob Patterson, Lisa Wolff, Beverly Smith and Rachel Kelly

Media Present: Tom Boney, Alamance News; Natalie Janicello, Times News

Guests Present: Tom McGowen, Patricia Rhodes, Stout, Stuart, McGowen & King;
Richard Parker, William Abplanalp and John Clayton

A. Dialogue with Senator Rick Gunn and Representatives Steve Ross and Dennis Riddell

Mayor Wall introduced Senator Rick Gunn, Representatives Rick Riddell and Stephen Ross.

Senator Gunn thanked the Council and staff for allowing the three of them to come in and have dialogue with one another. He said that there was a unique opportunity in the State of North Carolina on the local and state level that consisted of three things; recruitment of new businesses, growth of existing businesses and retention of all businesses, small or large. He said that there was a five to eight year window to do something special in North Carolina as it related to growing the economy. He said the State had to become either a leader or to become competitive in tax reform, regulatory reform, transportation reform and in work force

development. He said we needed to get the best tools in the toolbox in order to attract businesses, grow businesses and to retain businesses and that was where his emphasis would be. Senator Gunn said that we would be filing several bills relating to the economy and growth. He said that there would be lots of important dialogue as it related to transportation. He said that transportation was a business and that rail and ports all work together to move products, people, tourists and business through the State and without it we would be selling ourselves short.

Representative Dennis Riddell said he would be emphasizing two areas; education and regulatory reform. He said there were some things that could be done for business by way of regulatory reform that was equivalent to tax cuts. He said a lot of revenue woes could be alleviated by a growing economy. He said as Senator Gunn highlighted the economy would continue to move in the right direction with the right policies, tax reform, regulatory reform, transportation issues, and education.

Representative Steve Ross said that he would be taking a larger role on the Finance Committee, working on budget issues and looking at efficiencies to find ways to save money. He said as they begin to look at numbers and programs, they would continue to find areas where there is excess, waste and or even fraud. He said he would be working with the Government Committee on county issues and wanted to make sure he heard from municipalities on local government issues to bring forward in the General Assembly.

Mayor Wall said that over the last several months there had been discussions from state legislators about changing how sales taxes would be distributed among counties and cities. He asked if there would be more dialogue on that issue.

Senator Gunn said that there would definitely be more dialogue this year. He said that what was going on in North Carolina was real and getting worse by the division between rural municipalities and big cities. He said he was happy that Charlotte, Research Triangle, Raleigh, Greenville, Wilmington, Greensboro would be driving the economic engine. He said there were cities within five to twenty miles from these larger cities that are broke because they have no sources of revenue. He said they have basically had shut down and businesses had left. He said that dialogue was in place, whether or not there would be any type of change in the formula as to how sales tax would be distributed, remained to be seen.

Mayor Wall asked if that dialogue included the privilege license tax revenue that had been taken away or eliminated from municipalities.

Representative Riddell said he had not heard any proposals for dialogue.

Senator Gunn said he did not think there would be any dialogue.

Mayor Wall said that as of November 2014, State revenues were reported to be \$190 million dollars short and asked would that trend continue, would the State have to make cuts and how municipalities would be affected.

Representative Ross said that revenue number was an early number and that he reviewed revenue numbers each day and that those numbers were beginning to shift due to massive decrease in fuel prices. He said that they had begun seeing consumers spend more and as a result, there was a sharp rise in sales tax revenues. He said that those who work with budgets in municipal governments were aware of the lag-time in actual numbers in reporting. He said that was the case in sales tax and would not know those true numbers until late February or early March.

Mayor Wall said there had been discussions in Raleigh about changing municipalities from even year elections and possibly implementing ward systems. He asked had any more discussions taken place.

Representative Ross said he had not heard any discussions.

Councilmember Ward asked if there were any specific legislative initiatives that would impact municipalities.

Representative Ross said that he had not heard about anything in this session, but that a local government issue could come up, or someone in another part of the State could come in with a local bill specifically for their municipality. He said that his commitment was to his county and his district on local government issues.

Councilmember Ward said that in terms of regulatory reform, were there any issues that are on the back burner that would come forward in 2015.

Senator Gunn said yes, but did not know what they were. He said that they had actually asked NCDOT, DENR and Department of Agricultural to go back and revisit regulations on the books in the State of North Carolina and make recommendations in order to make sure the regulatory institutions were doing what they are supposed to do.

Councilmember Butler said that the work that had been done in Raleigh over the last several years had given cities good tools in the tool box. He said that it was comforting to know that Representative Ross was in the house with a municipal background and could draw upon his experience. He said that the City of Burlington was in the process of completing its comprehensive plan, and that some of the goals that the City had established were similar to the issues that Senator Gunn and Representatives had stated. He said that economic development and retention of businesses had been specifically stated in draft plan. He said it was very important to continue dialogue moving forward with our legislators. He said as it related to economic development, the City had a good opportunity South of I85 near the airport, and the

ability to provide infrastructure at the Tucker Street interchange could be vital. He asked if there would be any changes at the Department of Commerce that could help or hurt municipalities.

Representative Riddell said there was a meeting set up with Secretary Tata, Department of Transportation, to discuss mostly rural areas and the Tucker Street extension.

Councilmember Butler said that in regards to the LGC and managing the City's reserves, the City had to look for ancillary means of income other than raising property taxes. He asked if there were any chances of getting the LGC to allow movement or easing of restrictions to become more aggressive in investments to provide more growth.

Representative Ross said that in the past Municipalities could not put monies in revolving money market accounts and that he had sponsored a bill in the last session that would allow municipalities to participate in such accounts.

Councilmember Butler said that as the State had altered its revenue model and revisiting that would be important while still maintaining a fiduciary responsibility required of the City. He asked if anyone saw anything relating to DENR that would alarm the City going forward.

Senator Gunn said that Secretary of Commerce would do a good job and had that he had turned DENR into a customer service entity, responding to municipalities and individuals. He said that DENR should always be part of the solution in moving businesses and not a detriment and said it should continue that way even under new administration.

City Manager Owen said in reference to Jordan Lake, Greensboro and began its upgrades. He said that storm water was an area that would cause heartburn for any type of development and that DENR had been much better. He said that he would like to see tax credits restored and get those monies back to cities. He said that there had been talk of removing local control over public assets such as utilities.

Representative Ross said that you would probably not hear anything else about removing public assets.

Alamance News Publisher Tom Boney asked if legislative priority items has been sent to the legislators and where did these questions originate.

City Manager Owen said they were the result of conversations with the NCLM and forwarded them to Council for an opportunity to discuss and that these issues had not been approved by Council.

Mr. Boney said that he was concerned about items being sent to the Legislators under the ostensible endorsement of the Council and should not be done in that manner without the Council having endorsed the provisions.

Mayor Wall thanked the Legislators for being present tonight and asked that open lines of communication continue.

B. Auditor's Report

Tom McGowen
Stout, Stuart, McGowen & King, LLP

Mr. Tom McGowen, Stout, Stuart, McGowen & King, gave an overview of the City's 2014 audit report with positive remarks.

Mr. McGowen said that the City was required by NCGS Section 159-34 to have an annual audit and explained that the auditors work for the Council. He reviewed the Comprehensive Annual Financial Report (CAFR) ending June 30, 2014. He stated that there were no significant deficiencies and that the auditors had rendered an unqualified opinion which was the top opinion available.

Mr. McGowen pointed out the Government Finance Officers Association awarded a Certificate of Achievement for Excellence in Financial Reporting to the City of Burlington on June 30, 2014, for the fifteenth consecutive year and that the City should be proud of that recognition. He then introduced Patricia Rhodes.

Ms. Patricia Rhodes said that there were no difficulties in performing the audit, and that there were no material disagreements with management. Ms. Rhodes gave an overview of the significant audit findings and opinions with positive remarks.

The Comprehensive Annual Financial Report is available for viewing in the City Clerk's office.

C. Splash Park

Tracey Grayzer
President, Impact Alamance

Ms. Tracey Grayzer, President Impact Alamance, gave the following presentation proposing a Splash Park for the City of Burlington:

What is Impact Alamance?

- Public Charity and part of the obligated group of Cone Health system.
- Current assets at \$60 million.
- Cone Health's commitment to fulfilling its mission to improve health in Alamance County.

Mission:

- We strategically invest in our community for hope, health and prosperity.

Vision:

- Alamance County will be the best place to live and thrive.

Values:

- | | |
|-------------------------|-------------------|
| • Collaboration | Integrity |
| • Courageous leadership | Measurable Change |
| • Innovation | Stewardship |

Priority Funding Areas:

- Healthy Kids
 - 0-5 interventions
 - Healthy Eating Active Living
- Healthy Community
 - Getting community and schools ready for kids
 - Capacity building for local non-profits and educators
- Impact in Action
- \$2.1 million

Built Environment:

- Includes all of the physical parts of where we live, work and play.
- Influences a person’s level of physical activity
- Every person to have the opportunity to make choices in a variety of healthy, available and accessible options.

Splash Pad Benefits:

- Support a healthy lifestyle
- Enhance family well-being
- Safe and sustainable play environment
- Lower recreation costs over time

Site Plan:



Councilmember Ward asked when construction would begin.

City Manager Owen said the earliest would be Spring 2016.

Councilmember Ward asked what would be the fee structure.

Ms. Grayzer said the request was that the facility be free of charge. She said that there would be a potential revenue stream for the City for shelter rentals for parties and events as well as for large groups.

Councilmember Ward asked that the City Manager compile all costs of the park together and submit back to Council.

Recreation and Parks Director Tony Laws said that based on the aquatic center, there were many rentals for birthday parties and this would be another addition to that park. He said that through the generosity of Impact Alamance, they would pay for the splash pad and the City would be responsible for some of the infrastructure such as restroom facilities, filter room for the splash pad, parking lot, and a picnic shelter. He said it would be strictly a summertime facility and would cost approximately \$20,000 for operations and staff.

Councilmember Butler said that the partnership was good idea and asked if the park would be open seven days a week.

Mr. Laws said yes, it would be open seven days a week.

Mayor Pro Tem Faucette said this was a great project and that he would like to see something similar to this at North Park in the future.

Councilmember Butler said that this project was centrally located and made sense for the entire City to enjoy.

Mr. Grayzer introduced the Chairman of Impact Alamance, Mr. FD Hornaday and Senior Program Officer, Marcy Green.

Councilmember Butler asked when Council could get the financial data.

City Manager Owen said he would have it to Council at the January 6, 2015, Council meeting.

D. Identification Cards

Jeff Smythe
Police Chief

Police Chief Smythe said that the purpose of identification cards was about public safety in Burlington and not about impacting any national debate on immigration. He said this was about making our citizens safer and enhancing the police department's ability to impact crime. He said if such persons were the victim of a crime or a witness to a crime, the police would want to talk to them. He said that social research showed that immigrants who do not have an ID are not likely to stick around and speak with police and said that we need them for public safety.

Chief Smythe said that the ID card would consist of an individual's name and address, which would be confirmed at the time of completing the application. He said it would also include their date of birth, country of birth and an expiration date.

Councilmember Butler said it's just an identification card.

Chief Smyth said yes, that was correct.

Mayor Wall asked what was the relationship between the ID card, the police department and the Catholic Church.

Chief Smythe said the card would be issued by the Catholic Church which had developed a partnership with Faith Action International. He said there was no real relationship other than the partnership created when the ID cards are submitted.

Councilmember Hykes asked what type of verification the church would be using to verify names and addresses.

Chief Smythe said that the model they use was that participants would have to produce identification issued by their country of origin that had their name, date of birth and a photograph on it for verification purposes, along with a utility bill showing their current address.

Mayor Wall asked when the process would begin.

Chief Smythe said the church would be meeting this week and hoping to identify prospective dates for their first ID drive.

E. Council Business Items Review & Update

Rachel Kelly
Director of Public Policy

Ms. Kelly gave the following overview and update of 2014 Council business items:

Guilford County Prison Farm Economic Development Presentation

- Mike Solomon (Timmons Group) and Marty Lawing (Guilford County) briefed City Council at the January 6, 2014 Work Session about the potential "Project Haystack" data center economic development project located at the Guilford Prison Farm site. If the project were to move forward, Burlington would be asked to provide water to the site which would require an elevated tank, booster station, and 24 inch water line feeding the site.
- The project has since failed to move forward and it appears that the Guilford County Prison Farm site will remain agricultural.

Minimum Housing Expansion to Front Porch Enforcement

- Three options to address the expansions of code enforcement efforts to front porch were presented to the City Council at the February 3, 2014 Work Session. Council selected the option in which Code Enforcement would coordinate with Public Works to provide residents with free removal of 'junk' if they could get materials off of front porches and to the street. This option does not include fines or penalties. However, if voluntary compliance is not obtained or there was no compliance at all, then a criminal citation could be issued based on Ordinance Sec. 22-2.8 and would be up to the Courts to make a ruling.
- The following process has been used to abate 52 properties with 'junk' front porches to date. No cases have resulted in criminal citation to date.
- Use existing Code of Ordinances with focus on 22-2.8:
- Any other condition of a property that is considered dangerous, offensive or obtrusive to neighboring property.
- Complaint (CBC) or Code Enforcement Officer observation begins process
- If a violation exists, property owner/renter has 10 days from the date posted to correct violation.
- After 10 days, Code Enforcement Officer re-inspects property.
- Additional time may be given if significant progress has been made.
- After additional time, Code Enforcement Officer re-inspects property.
- Voluntary compliance is encouraged.
- Code Enforcement Officer may coordinate with Public Works for collection of item(s).
- If violation continues with no further cooperation, criminal citation may be served for violation (per 22-8, reference 22-2.)
- Court considers case and makes ruling.

Utility Construction and Installation on Public Easements Ordinance

The ordinance proposal was reviewed with City Council during the January 6, 2014 Work Session and adopted at the January 21, 2014, Council meeting. All installers in the City Public Right-of-Way are now required to apply for and receive approval to install lines through a right-of-way

agreement with the City that must be granted Council approval. Every installation will be required to apply for an Excavation Permit. The Engineering Department will provide oversight in accordance with the Pavement Cut Policy.

Discussion of Potential Expansion of City Council

A Public Hearing was held on January 7, 2014 to discuss the possibility of expanding the number of seats on City Council. No further action was taken.

Water and Sewer Utility Extension Policy

- Previously, all requests for water and sewer utilities were taken through the City Council. The existing ordinance 37-30 (#14-08) was amended to add a section 3 that allows for staff approval of single family or duplex requests that were made in areas

where the utility line already existed in front of the property. After staff approval for utility service, annexations petitions are submitted for all properties granted water/sewer taps. Those petitions are reviewed by the City Attorney and are then taken to City Council to determine if the property should be annexed or not. One of the five utility connection annexation petitions that were presented to Council in 2014 was approved.

- If a utility connection request is made for any property other than a single family or duplex residential, the request and the annexation consideration are both brought before Council.
- If a utility line extension is needed, the Engineering Department supplies a petition to the property owner, the City Manager will then recommend if the petition should be brought forward for Council consideration.

Food Truck Privilege License Policy

As presented at the March 3, 2014, Work Session, food trucks will have an annual application fee of \$100.00 in addition to a privilege license fee of \$25.00. Proof of liability insurance from the food truck will be required as well as a health department inspection before a permit will be issued. Food trucks must be distanced 100 feet from any school, church or cemetery and 75 feet from the front door of any existing restaurant. Parking requirements allow one food truck per block. Push carts are not allowed on City streets unless the streets are closed for a special event.

City Attorney Hiring Process

Council decided at their April 15, 2014, meeting that they would seek a full time City Attorney and would conduct the hiring process in-house. Qualifications for that position would include being a licensed attorney with at least ten years of experience, knowledge of municipal issues, contracts, civil litigation, criminal, civil, and constitutional law, and a broad general experience. Applications were accepted for 30 days ending on June 25, 2014. 13 applications were received. The Council reviewed those applications and interviewed candidates in July and August. The position was offered to and accepted by David Huffman on September 2, 2014. He began work in the position on October 1, 2014. Council will review his performance after 6 months.

Graham-Hopedale Road Discussion

- January 6, 2014, Work Session Discussion took place indicating transportation and corridor studies could take place examining the Graham-Hopedale Road/ Church street intersection.
- Improvement of the Graham-Hopedale and North Church Street intersection is identified on the Statewide Transportation Improvement Program (STIP) for funding consideration.
- The corridor is identified in the Comprehensive Plan for further study.

Downtown Event Expansion

The Burlington Downtown Corporation and the Burlington Recreation & Parks Department work in partnership to improve and expand downtown programming. 2014 saw record

attendance at 4th Friday events from May to September. Successful Active City Streets, Christmas Parade, and Holiday Magic and Model Train Exhibits were also hosted downtown in 2014. Multiple City Departments work in concert with the Recreation Department to ensure successful, safe, and clean downtown events.

Special Events Policy

The City of Burlington Special Events Manual and Permit Guide was adopted in July of 2014. The guide outlines instructions for street closure requests, alcohol permitting, police, restroom and sanitation requirements, etc. for special events to take place on public property. The Recreation Department, specifically Lisa Wolff, oversees the permitting process and works with applicants to make sure those requirements are satisfied. A team of City staff members ranging from signs and streets to police and sanitation now meet regularly to review special event applications to identify necessary requirements.

Position Classification Study Review

Matt Reece of the PTCOG presented the Position Classification Study to Council at their April 15, 2014 meeting. The study was implemented as part of the budget for the 2014-2015 fiscal year.

Public Transportation

- City Council established a Public Transportation Advisory Commission in October of 2014. Applications have been solicited and Council will appoint the Commission membership in early 2015.
- City staff is working with State and Federal agencies to secure necessary funding. The City has received its 'Designee Status' with the Federal government to operate the transit system.
- Burlington and Gibsonville staff continue meeting to prepare route options and bus specifications.
- Staff continues to meet on a weekly basis to prepare for transportation implementation.
- The bus system could be operation by Spring or Fall of 2016.

Comprehensive Plan

The Comprehensive Plan, *Destination Burlington*, has been drafted by consultants, RATIO Architecture, with public, staff, and advisory commission input. The draft plan was released for review in December of 2014. Comments are being accepted through January 9, 2015 and will be incorporated into a final version of the Plan that will be presented to Council for adoption in March of 2015. The Plan will then be used to launch small area plans and corridor studies.

Graffiti Ordinance

In late 2013, Council passed Article III, Section 22.09, Graffiti Removal and Control. The Ordinance went into effect on June 1, 2014, beginning with a 90-day educational period. No Graffiti cases have gone through the Code Enforcement abatement process since the Ordinance has gone into the effect.

Expansion of Customer Service Payment Process

- On December 1, 2014, an online tax payment portal was launched by the City. The new website is optimized to be conveniently viewed on mobile devices. The website is now available at web site address www.burlingtonnctax.com.
- Online credit and debit card for water bill payments are expected to be available during spring of 2015.

Update City Department Webpages

- Content on the City's webpage is constantly being updated. Numerous departments have worked with Public Information staff to reorganize and update information on their webpages. Animal Services experienced the most notable success with their page updates. To name a few, the Police Department, Planning Department, Purchasing Division, and Stormwater Division have all undergone significant overhauls of their webpages.
- In 2015, Public Information staff will work to begin the redesign process of the City's webpage either with the current web host, Civic Plus, or possibly with a new website provider.
- A beta-test is currently underway to pull specifically identified webpages off of the City's main site and on to stand-alone websites for a more defined and easily identified web presence. The Unified Development Ordinance project website and the Indian Valley Golf Course will be the first pages to launch independent websites.

Jordan Lake Rules Revisions

- Michael Layne, Stormwater Manager, sits on the North Carolina Nutrient Scientific Advisory Board established by Session Law 2009-216 to improve on the tools needed to address nutrient loading from existing development in any watershed where nutrients are of concern. He closely monitors legislation related to the Jordan Lake Rules.
- Section 1.(b) of Session Law 2013-395 delays Jordan Lake Rule implementation steps by three years, including rules for New Development (now 2017 and Existing Development (now 2020-21 for Haw River subwatershed), and makes three specific revisions to the Jordan Riparian Buffer Rule.
- Session Law 2013-360 authorized a 24-month "Jordan lake Water Quality Improvement Demonstration Project" in an effort to suppress phytoplankton activity through the deployment of 36 in-lake, long-distance water circulators, 24 in the Morgan Creek arm and 12 in the Haw River arm. The SolarBee mixers were installed in July 2014. NC DENR staff will conduct monthly water quality sampling and report the results to the Environmental Review Commission by October 1, 2015.
- Session Law 2014-90 adds language to the definition of "development" in G.S. 143-214.7 relating to the redevelopment of existing developed sites.
- The Jordan Legislative Committee met 4 times in 2014 although no legislation related to the Jordan Rules was introduced during the 2014 short session as a result. One session was dedicated to local government efforts to meet the wastewater rules. Presentations

were made to the Committee by several utilities, including one by Bob Patterson, Water Resources Director, on Burlington's wastewater plant upgrades.

Review of Animal Services Operations

- Since her tenure with the City of Burlington, Animal Services Director Jessica Arias has implemented organizational change and ordinance review for the Animal Services Division. She reported to the City Council on possible tether ordinance changed on August 19, 2014. A public hearing was held and a new ordinance prohibiting tethering in most circumstances as adopted on October 7, 2014. Although the ordinance went into effect on October 8, 2014, an 18 month transition period began on January 1, 2015. True tethering prohibition will begin July 1, 2016.
- Discussions are currently taking place to review the condition of the current animal intake facility. Preliminary conversations are occurring regarding the logistics of possible construction of a new facility in partnership with Alamance County.

City Code and Charter Updates

- The City's Charter was enacted as Session Law 2014-74 on July 17, 2014.
- Ginger Booker is currently reviewing and updating the City's Code of Ordinances. The City approved an extension of her contract, not to exceed \$20,000, to complete the update of the City Code of Ordinances through December 31, 2015. Mrs. Booker is working through the Charter on a department-by-department basis and has most recently worked through the Cemetery section.

Unified Development Ordinance

City Council has contracted with RATIO Architecture and CodeWright. A citizen advisory committee made up of members of Burlington's development community has been formulated and has begun to meet regarding the Unified Development Ordinance. Council will participate in an Ideas Forum in early February. www.DesignBurlington.com is live and available for information and updates about the Unified Development Ordinance.

Fire Station VI

Land has been purchased for Station 6. The sewer line extension has been made. The property was annexed on May 20, 2014. Stewart Cooper Newel Architects have planned and designed the station. These plans have been bid and bids should be back during the first week of January 2015. Construction on the project should begin in the spring of 2015 and could run through early spring of 2016.

Phase I of Replacement of the Haw River Interceptor

A contract was awarded in July 2014 for 3,900 feet which was Phase 1 of construction. Construction began in November 2014 and is now complete. Alley, Williams, Carmen and King was selected to design Phase II of the Interceptor line. This project is ahead of schedule.

Negotiations with the Haw River Assembly & Cape Fear River Watcher's Association

- The City Council approved an agreement with the Southern Environmental Law Center representing the Haw River Assembly and the Cape Fear River Watchers on September 2, 2014. Under the agreement the City will:
- Commit to cleaning an average of 20% of its sewer lines per year for the next 3 years (240 miles). *In 2014, 110 miles of sewer lines were cleaned.*
- Give notification within 24 hours to the Haw River Assembly and Cape Fear River Watch of any sanitary sewer overflows greater than 10,000 gallons reaching surface waters. *These groups have been added to the media distribution list used to issue press releases for spills greater than 1,000 gallons.*
- Conduct a third-party risk assessment of the wastewater collection system relating to the potential for infrastructure failure and major sanitary sewer overflows. *The firm W.K. Dickson Co. was hired to perform this assessment and the evaluation is currently underway.*
- Commit to Third Party Infrastructure Improvements identified as the Little Alamance Creek Outfall, 5 CIPP projects, Haw River Interceptor Phase I, and Haw River Interceptor Phase II. *All projects are well ahead of deadlines established within the agreement.*
- Evaluate Fats, Oil, and Grease program. CDM-Smith, Inc. evaluated the City's FOG program and offered recommendations. *These recommendations were reviewed with the Haw River Assembly and Cape Fear River Watchers before the agreed upon date.*
- If established deadlines are not met, the City will make payments of \$100 per day to the Saxapahaw Community Chest for public purposes. *All deadlines have been met to date.*

Review of City Policies Regarding Boarding Houses

- During the June 2014 Work Session, a presentation regarding the current state of Boarding Houses in Burlington was given by the Planning and Police Departments. At the time 22 locations were determined to be operating as boarding houses. 174 rooms were available for rent and at the time of the survey 173 residents were currently occupying those rooms. Boarding house operators are currently required to obtain a privilege license.
- Police inventoried calls for service and determined that each boarding house averaged 9.59 calls per year and that they were mostly domestic calls or disturbance calls.
- Police and Planning Department staff has met with the owners of these boarding houses. The Fire Department inspects common areas of the boarding houses regularly and Code Enforcement staff has addresses any code area and common area issues.

Economic Development Strategies for the Future

An Economic Development strategic plan is currently begin drafted by the Planning Department.

Council Member Appointment

After soliciting letters of interest, selecting and then interviewing three finalists, the City Council voted to appoint Mrs. Kathy Hykes to fill the vacant position on City Council. Ms. Hykes took the oath of office on January 6, 2015.

Highway 87 Waterline Extension

The waterline has been designed and construction is currently out for bid. Construction will begin in April 2015 and should continue for approximately 8 months.

Preparations for 2015-2016 Fiscal Year Budget

- Some challenges already identified for the upcoming fiscal cycle include:
- Loss of privilege tax revenue
- Fire station VI operations
- Public Transportation
- Addition of Police Technology

F. City Manager Comments

City Manager Owen asked Council about a possible retreat in 2015 and said that last year Council heard issues during work sessions over the course of the year.

Mayor Wall asked if Council wanted to submit items between now and the end of January, continue moving forward with any individual items, hold a retreat, or continue to extend the work sessions and discuss items or issues as needed.

Councilmember Ward suggested that when the board had an issue or item to be discussed, add that on a work session. He said that with the transportation issues and the UDO, Council and staff had their hands full.

Consensus was to move forward and if anyone had an issue or concern it could be placed on the work session agenda.

City Manager Owen asked if the Council wanted to consider and vote on official goals to be submitted to the legislators and when would they like to receive information concerning the splash park.

Consensus was to receive the information on the Splash Park at the January 6, 2015, Council meeting and would consider voting at a future meeting.

ADJOURN

Meeting adjourned at 6:38 P.M.

Renee M. Ward

Renee M. Ward
City Clerk

January 5, 2015
City Council Work Session

DRAFT



**MINUTES OF THE CITY OF BURLINGTON
CITY COUNCIL MEETING
JANUARY 6, 2015**

The City Council of the City of Burlington held a regularly scheduled meeting in the Council Chamber, Municipal Building, 425 South Lexington Avenue, Burlington, N. C., 27216-1358, on January 6, 2015, at 7:00 p.m.

Mayor Ronnie K. Wall presided

Councilmembers Present: Mayor Ronnie Wall, Mayor Pro Tem Celo Faucette
Councilmembers Robert Ward, James Butler and Kathy Hykes

Councilmembers Absent: None

City Manager: Harold Owen, Present

City Attorney: David Huffman, Present

City Clerk: Renee M. Ward, Present

CALL TO ORDER: Mayor Ronnie Wall

INVOCATION: Mayor Ronnie Wall

PROCLAMATION: National Law Enforcement Appreciation Day – January 9, 2015

Mayor Wall presented a proclamation to Assistant Chief Chris Verdeck in appreciation of our law enforcement officers.



Assistant Chief Verdeck thanked the Mayor and Council for the on-going support as well as from the Community.

APPROVAL OF MINUTES: December 16, 2014 – City Council Meeting

Upon motion by Councilmember Butler, seconded by Councilmember Ward, it was resolved unanimously to approve the above listed minutes.

OATH OF OFFICE: Kathy Hykes

City Clerk Renee Ward administers the oath of office to newly elected Councilmember Kathy Hykes. Ms. Hykes will fill the unexpired vacancy of former Councilman David Huffman.



Photo courtesy of Alamance News

CODE OF ETHICS–DISCLOSING CONFLICTS OF INTEREST: City Clerk Renee Ward

There were no conflicts of interest reported.

ADOPTION OF AGENDA

Upon motion by Councilmember Ward, seconded by Councilmember Butler it was resolved unanimously to adopt the agenda.

CONSENT AGENDA:

ITEM 1:

- A.** To set a date of public hearing on January 20, 2015, for citizens to comment on Area Housing and Neighborhood Improvement Needs and proposed activities for the Fiscal Year 2015-16 Community Development Program.

B. Budget Amendment – 2015-43-CDBG Reallocation of Funds

BA2015-43

Decrease Expenditures:

554-60108-6841	13-14 Mebane St. Sidewalks	\$8,310
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Increase Expenditures:

554-60108-6851	13-14 Allied Churches Upgrade	\$8,310
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C. Budget Amendment – 2015-44 – Police - RICO Appropriations

BA2015-44

Increase Revenues:

013-39398-0000	Appropriated Fund Balance	\$ 7,000
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Increase Expenditures:

013-52520-4500	Maintenance & Contracts	\$ 7,000
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D. Budget Amendment - 2015-45 – Police – Substance Abuse

BA2015-45

Increase Revenues:

012-39398-0000	Appropriated Fund Balance	\$ 28,000
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Increase Expenditures:

012-53530-1900	Professional Services	\$ 28,000
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Upon motion by Mayor Pro Tem Faucette, seconded by Councilmember Hykes, it was resolved unanimously to approve the foregoing consent agenda.

PUBLIC HEARINGS:

ITEM 2: RESOLUTION – WATER IMPROVEMENTS – FAIRVIEW DRIVE

Mayor Wall announced that a public hearing had been scheduled to consider adopting a final resolution confirming a water assessment roll for waterline improvements along Fairview Drive from Westview Terrace to Garden Road.

City Engineer Lanny Rhew stated that at the December 16, 2014, City Council meeting, Council set a date of public hearing to confirm the final assessment roll for Fairview Drive waterline from Westview Terrace to Garden Road. Mr. Rhew stated that the City had received a valid petition for the installation of the waterline and that eight property owners were benefited by the installation of this waterline.

Mr. Rhew stated that the total cost of the line was \$53,425.00. He stated that assessment fees recovered would total \$8,000.00 and that three property owners had prepaid their assessments. He stated that tonight's public hearing was to hear any objections or changes to

the assessment roll as proposed, otherwise, City Council may confirm the assessment roll as written.

The public hearing was held and there were no comments.

Upon motion by Mayor Pro Tem Faucette, seconded by Councilmember Butler, it was resolved unanimously to close the public hearing.

Mayor Pro Tem Faucette moved for the adoption of the following resolution:

RESOLUTION #15-1

FINAL RESOLUTION CONFIRMING ASSESSMENT ROLL FOR LOCAL IMPROVEMENTS

Water Assessment Roll

FAIRVIEW DRIVE FROM WESTVIEW TERRACE TO GARDEN ROAD

WHEREAS, the City Council of the City of Burlington has adopted a preliminary assessment roll, by resolution, for certain local improvements made on the street named above; and,

WHEREAS, said resolution fixed the 6th day of January 2015, at 7:00 p.m. in the Council Chamber, Municipal Building, Burlington, as the time and place for a public hearing on any objections to the assessments included in said assessment roll and directed that notice to be published as provided by law; and,

WHEREAS, said notice was duly published in the Burlington Times-News; and,

WHEREAS, said public hearing has now been held and no objections have been made.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BURLINGTON

- Sec. 1. That the City Council finds as a fact that each lot abutting on said improvements has been specifically benefited by said improvements in at least the amount assessed against each lot as shown by said preliminary assessment rolls for each project.
- Sec. 2. That said preliminary assessment roll be and the same is hereby confirmed at 7:00 p.m. on this the 6th day of January 2014, and is hereby made the final assessment roll for said improvements.

Sec. 3. That the City Clerk be and is hereby directed to enter into the minutes of the City the said assessment roll, the date and hour of said confirmation thereof, and to deliver a copy of said assessment roll to the City Tax Collector.

Sec. 4. That within ten days from the confirmation of the assessment rolls, the City Clerk shall give notice to all owners of lands to be assessed now that the assessment roll has been confirmed and that the assessments may be paid at any time before the expiration of 30 days from the date of such notice, without interest from the date of confirmation of the assessment roll, but that if such assessment is not paid in full within said time, all installments thereof shall bear interest at the rate of (8%) eight percent per annum from the date of the confirmation of the assessment roll. Such notice by the City Clerk shall be given by regular mail. The certificate of the City Clerk that such notices have been mailed shall be conclusive in the absence of fraud.

Sec. 5. That this resolution shall take effect upon passage.

The foregoing resolution was seconded by Councilmember Ward, and it was passed unanimously.

ITEM 3: REZONING – MONOPOLE BILLBOARDS – LONGPINE ROAD

Mayor Wall announced that a public hearing had been scheduled to consider an application to rezone from O&I, Office and Institutional District, to CB, Conditional Business District for the use of two Monopole Billboards. The property is located south of Longpine Road as shown on Alamance County tax map 3-2D and being a portion of lots 2 and 8.

Planning and Economic Development Director Amy Nelson stated that this rezoning request for billboards had the recommendation of staff and the Planning and Zoning Commission had unanimously recommended approval with the use and development conditions submitted. Ms. Nelson stated that the Commission also recommended that the official zoning map and the Comprehensive Land Use Plan be amended to reflect the rezoning. The Commission found that the rezoning would not adversely affect the adjoining property, it was in keeping with the land uses already in the area, and that it was consistent with the Comprehensive Land Use Plan.

Ms. Nelson stated that this request came before Council at the November 18, 2014, City Council meeting, and no action was taken, therefore Mr. Longest was bringing the request back to Council for consideration.

Mr. Frank Longest, Holt, Longest, Wall, Blaetz & Mosely, PLLC, asked that property located south of Longpine Road be rezoned to CB, Conditional Business, in order that two monopole billboards could be erected. He said that the existing billboards were wooden-pole billboards and had been there a number of years and were not pleasing to the eye. He stated that

his applicant would like to remove the old billboards and replace them with two new conforming steel monopole billboards as stated in the use conditions.

The public hearing was held and there were no comments.

Upon motion by Councilmember Butler, seconded by Councilmember Ward, it was resolved unanimously to close the public hearing.

Councilmember Ward moved for the adoption of the following ordinance:

Ordinance #15-1

ORDINANCE TO AMEND OFFICIAL ZONING MAP (Rezone Property located south of Longpine Road. For the use of two Monopole Billboards.)

BE IT ORDAINED by the City Council of the City of Burlington, North Carolina:

Section 1. That the official zoning map, an element of the Burlington Zoning Ordinance, and the Comprehensive Land Use Plan are hereby amended by rezoning from O&I, Office and Institutional District, to CB, Conditional Business District for the use of two Monopole Billboards, subject to the conditional uses with limitations as set forth in Sections 2, 3 and 4 of this ordinance the area described as follows:

Property located at located south of Longpine Road as shown on Alamance County tax map 3-2D and being a portion of lots 2 and 8.

Section 2. That the rezoning from O&I, Office and Institutional District, to CB, Conditional Business District is hereby authorized subject to the following Use and Development Conditions:

Use Conditions

1. Section 32.9, “Signs” – Removal of 3 old wooden-pole billboard structures, and construction of 2 new conforming steel monopole billboard structures to be located as shown in “red” on attached survey, which is incorporated by reference.
2. Each of the two proposed monopole billboards signs are for commercial outdoor advertising purposes and each sign will display two faces (east & west directions) with each board face not to exceed 672sqft. per face & being a lighted advertising sign per face.
3. The construction and spacing between the two new proposed monopole billboards will be in compliance with NCDOT applicable regulations at time of construction and as located on the submitted site plan (Exhibit “A”).
4. Except for utilities and/or maintenance purposes, no other structures shall be placed on either of the two (2) proposed sign parcels (50 ft. by 100 ft. in area for each).

Development Conditions

1. New sign structures to be constructed in compliance with Burlington Sign Ordinance, Billboard Regulations, Section 32.12.I; Each of the two (2) new billboard zoned parcels of 50' x 100' (5,000 sq. ft. area) will be used to construct a new monopole full size permitted lighted billboard sign display of 14' x 48' with LED lighting and being total of 40' in height from ground elevation on each parcel.

Section 3. This property will be perpetually bound to the uses authorized and subject to such conditions as imposed including site plans and other submissions, unless subsequently changed or amended as provided for in the City of Burlington Zoning Ordinance.

Section 4. Any violations or failure to accept any conditions and use limitations imposed herein shall be subject to the remedies provided in the City of Burlington Code of Ordinances and Zoning Ordinance.

Section 5. That all ordinances or parts of ordinances inconsistent or in conflict with this ordinance are hereby repealed.

Section 6. That this ordinance shall take effect upon passage.

The foregoing ordinance was seconded by Councilmember Butler, and after full discussion, the same was voted upon and declared duly adopted, no amendments having been offered and consent having been given to place the same upon its immediate passage. Councilmembers voting in favor of the motion to adopt the foregoing ordinance were Wall, Faucette, Ward, Butler and Hykes.

Upon motion by Councilmember Butler, seconded by Councilmember Ward, it was resolved unanimously to approve the following Statement of Consistency:

STATEMENT OF CONSISTENCY

The City Council finds that the above amendment is consistent with the City of Burlington Comprehensive Land Use Plan and that this action is reasonable and in the public interest in that the amendment is compatible with existing land uses in the vicinity and reflects the changing land use patterns in the area.

ITEM 4: REZONING – ROCKLANE DRIVE

Mayor Wall announced that a public hearing had been scheduled to consider an application to rezone from R-9, Residential District, and I-1, Planned Industrial District, to CI, Conditional Industrial District, for the continued use and expansion of the Airport. The

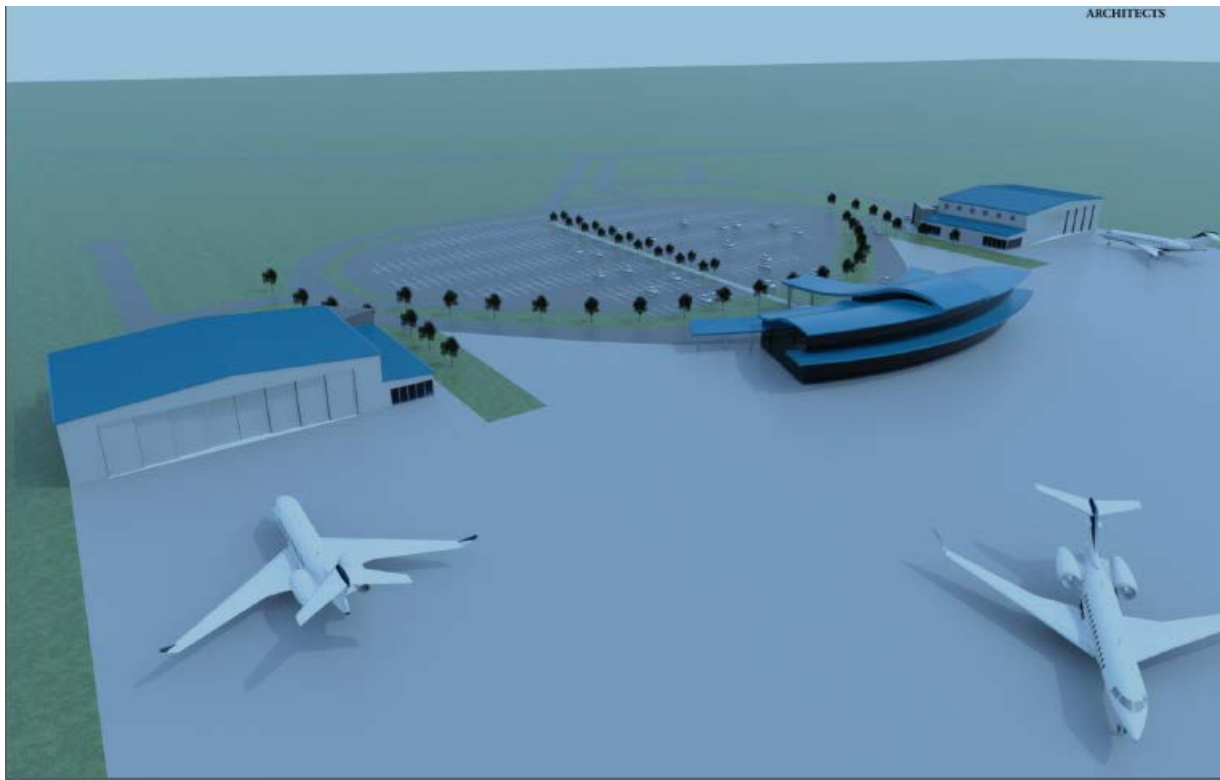
properties are located at 2209, 2258 and 2320 Rocklane Drive as shown on Alamance County Tax Map 12-3 lots 9 and 9A on Alamance County Tax Map 12-5 lot 43.

Planning and Economic Development Director Amy Nelson stated that this rezoning request for the airport had received the recommendation of staff and the Planning and Zoning Commission had unanimously recommended it to Council for approval with the use and

development conditions submitted. The Commission also recommended that the official zoning map and the Comprehensive Land Use Plan be amended to reflect the rezoning. The Commission found that the rezoning would not adversely affect the adjoining properties, it was in keeping with the land uses already in the area, and that it was consistent with the Comprehensive Land Use Plan. Mr. Danieleley was present along with staff to answer any questions.

Ms. Cheryl Triplet, 3218 Overlook Court, Burlington, asked how the airport planned to use the property and how it would affect the property value of those properties that were adjacent to the airport property.

Mr. Dan Danieleley stated that the property would be used for a future terminal building facility and adjoining hangers on each side. He stated that the building in the center would be the main focus of the property which would be for transit traffic and planes flying in and out of Burlington.



Councilmember Hykes asked if the entrance would remain off Alamance Road or near Rocklane.

Mr. Danieleley stated that the plans were to connect to Grand Oaks Blvd., urban loop.

Ms. Triplet asked what the timeline was.

Mr. Danieleley stated the earliest to break ground would be approximately five years.

Ms. Linda Bryant, owner of adjacent property on Horner Court voiced concerns about property values, noise of the planes on the ground, construction, traffic congestion, and asked were there plans for a buffer between the adjacent properties and the portion to be rezoned. She suggested berms and stated that the conditions stated landscaping and would like to know what that consisted of.

Mr. Danieleley stated that there were preliminary plans for buffers consisting of a berm with vegetation on top of the berm. He stated that they were working with DENR on what to do with the pond.

Councilmember Ward asked if the berm was part of the conditions and would it be incorporated in the approval of the rezoning.

Mr. Danieleley stated that Zoning Officer Joey Lea stated he would need to come up with a plan, but that plans for a buffer were built into this project.

Councilmember Ward asked Ms. Nelson would this have to be a condition when granting the rezoning.

Ms. Nelson stated she did not see it specially stated in the ordinance but it could be added. She stated that there were landscaping requirements to buffer one type of land use from another as in this case, and would require substantial evergreens.

Councilmember Butler asked if this type of buffer between two different land uses would be similar to what was described at Alamance Crossing.

Ms. Nelson stated it would be more substantial.

Councilmember Butler stated that by not having a plan the rezoning needed to be approved before you could begin the permitting process to know what your final footprint would be.

Mr. Danieleley stated that FAA money was being used to purchase the property and the contingency was having the property zoned for use before closing on the purchase of the land.

Councilmember Butler stated as regards to the berm issue, it should be added regardless.

Ms. Nelson stated that there were requirements in the ordinance that would take care of the landscaping issues.

Upon motion by Councilmember Butler, seconded by Councilmember Ward, it was resolved unanimously to close the public hearing.

Councilmember Butler moved for the adoption of the following ordinance with the requirements of berms for land use changes as stated:

Ordinance #15-2

ORDINANCE TO AMEND OFFICIAL ZONING MAP (Rezone Property located at 2209, 2258 and 2320 Rocklane Drive.)

BE IT ORDAINED by the City Council of the City of Burlington, North Carolina:

Section 1. That the official zoning map, an element of the Burlington Zoning Ordinance, and the Comprehensive Land Use Plan are hereby amended by rezoning from R-9, Residential District and I-1, Planned Industrial District to CI, Conditional Industrial District, subject to the conditional uses with limitations as set forth in Sections 2, 3 and 4 of this ordinance the area described as follows:

Property located at 2209, 2258 and 2320 Rocklane Drive as shown on Alamance County Tax map 12-3 lots 9 and 9A and Alamance County Tax Map 12-5 lot 43.

Section 2. That the rezoning from R-9, Residential District and I-1, Planned Industrial District to CI, Conditional Industrial District is hereby authorized subject to the following Use and Development Conditions:

Use Conditions

1. Public use Airport and continued airport development.
2. Structures and equipment associated with Airport operations.

Development Conditions

1. Landscaping.
2. Future structures: Hangers, terminal facilities, associated airport/aviation buildings.
3. All local, state and federal requirements will be adhered to throughout the project development process.
4. Development plans will be submitted to and reviewed by the City of Burlington Technical Review Committee.

Section 3. This property will be perpetually bound to the uses authorized and subject to such conditions as imposed including site plans and other submissions, unless subsequently changed or amended as provided for in the City of Burlington Zoning Ordinance.

Section 4. Any violations or failure to accept any conditions and use limitations imposed herein shall be subject to the remedies provided in the City of Burlington Code of Ordinances and Zoning Ordinance.

Section 5. That all ordinances or parts of ordinances inconsistent or in conflict with this ordinance are hereby repealed.

Section 6. That this ordinance shall take effect upon passage.

The foregoing ordinance was seconded by Councilmember Ward, and after full discussion, the same was voted upon and declared duly adopted, no amendments having been offered and consent having been given to place the same upon its immediate passage. Councilmembers voting in favor of the motion to adopt the foregoing ordinance were Wall, Faucette, Ward, Butler and Hykes.

Upon motion by Councilmember Butler, seconded by Mayor Pro Tem Faucette, it was resolved unanimously to approve the following Statement of Consistency:

STATEMENT OF CONSISTENCY

The City Council finds that the above amendment is consistent with the City of Burlington Comprehensive Land Use Plan and that this action is reasonable and in the public interest in that the amendment is compatible with existing land uses in the vicinity and reflects the changing land use patterns in the area.

Councilmember Butler requested as this project moved forward to get updates whereas the citizens could be invited and hear those updates. He asked the City Manager to work out a schedule and if there was any substantial information to be shared that it could be placed on the agenda for updates to be given as the project moved forward.

PUBLIC COMMENT PERIOD

There were no public comments.

CITY COUNCIL COMMENTS

Councilmember Kathy Hykes thanked Council for the opportunity to serve on the board and was looking forward with working with the Council and working for the citizens of Burlington.

Councilmember Butler stated that the Council had received the Splash Park documentation that was requested at the work session that showed actual cost for a splash park.

He stated that he would like to get this on the next meeting for consideration. Mayor Wall stated that this item be placed on the January 20, 2015, City Council agenda for consideration.

Mayor Wall thanked Mr. FD Hornaday and Ms. Tracy Grayzer, Impact Alamance and stated that the City appreciated the opportunity to be a part of a partnership that would benefit the citizens of Burlington.

ADJOURN:

Upon motion by Mayor Wall, seconded by Councilmember Ward, it was resolved unanimously to adjourn. (7:38pm)

Renee M. Ward

Renee M. Ward
City Clerk



CITY OF BURLINGTON

"Connecting the Triad & the Triangle"

Nolan P. Kirkman, PE
Director of Development & Technical Services

January 12, 2015

MEMORANDUM

TO: Harold T. Owen
City Manager

FROM: Nolan P. Kirkman, PE
Director of Development & Technical Services

SUBJECT: Free Bulk Pickup Period

The City Council is requested at its January 20, 2015 meeting to approve waiving bulk collection fees for the period of March 2, 2015 through May 1, 2015. The attached document provides details of the proposed free bulk pick-up period.

cc: Maurice Gunn, Sanitation Superintendent
Rachel Hawley, PIO



City of Burlington
Connecting the Triad & Triangle

PRE - SPRING CLEANING

In an effort to help clean up the city, the Burlington City Council is waiving bulk collection fees for a limited time. This promotion applies to residential units currently receiving bulk collection services. **Please be sure to place items out one day prior to your normal trash pickup day.**

When: March 2, 2015 through May 1, 2015

What: No fees will be charged for bulk yard waste, bulk junk or bulk metals/white goods during this time period. *Normally, bulk collection fees are \$6.75 per "bite" of the bulk trucks (bulk yard waste truck, bulk junk truck, bulk metal/white goods truck) unless only one bite per type of bulk is placed for pickup, in which case, there is no charge.*

FREE WAIVER

Bulk Yard Waste

- Tree trimmings 6 feet or less in length
- Limbs 6 inches or less in width
- Large yard waste volumes
- Note that collection of small yard waste items, properly placed/containerized are always collected at no charge
- All yard waste is taken to be recycled



Bulk Junk

- Large household items
- Mattresses
- Sofas
- Large furniture items
- Rolled carpet



Bulk Metal/White Goods

- Large appliances
- White goods
- Large metals
- All metal/white goods are taken to be recycled



Items NOT Collected

- Used Oil and Filters, Anti-freeze, Lead Acid Batteries
- Scrap Tires
- Construction Debris and Wood Pallets
- Oyster Shells
- Florescent light tubes
- Recyclables (collected separately by Waste Industries)
- Electronics (e-waste)



Have Questions?

Contact us at...

Sanitation Division
206 East Summit Avenue
Burlington, NC 27215

Phone: 336-222-5111
kmurray@ci.burlington.nc.us

For general information about sanitation services please visit <http://www.BurlingtonNC.gov/Sanitation>

MEMO

TO: City Council
Renee Ward
Harold Owen

FROM: Rachel Kelly

RE: Burlington Housing Authority Unexpired Term Appointment

DATE: January 14, 2014

On November 14, 2014 Reverend Dray Bland resigned from the position on the Burlington Housing Authority to which he was appointed by City Council on June 3, 2014 for a term expiring on June 30, 2017.

After reviewing the applications on file for service on the Burlington Housing Authority, Mayor Wall has proposed the appointment of Michael Graves to fulfill the unexpired term of Rev. Dray Bland. If appointed by Council, Mr. Graves would serve the remainder of this term through June 30, 2017. After which, he will remain eligible to apply for up to three additional consecutive terms.

City of Burlington

Board and Commission Application

The following application is used by the City Council to screen individuals interested in serving on a City advisory board or commission. To ensure that your application will receive full consideration, please answer all questions completely. For more information and details about each board, visit www.BurlingtonNC.gov/B&C.



Name	MICHAEL J. GRAVES	Email Address	OFFICE71@BELLSOUTH.NET
Home Address	2012 SUNNYBROOK DR.	Mailing Address	PO BOX 339
City, Zip	BURLINGTON NC 27215	City, Zip	BURLINGTON NC 27216
Home Phone	3362210138	Alternate Phone	3364425051 (BEST)

Do you live inside the city limits of Burlington? Yes ☒ No ☐

Are you applying for reappointment to a board or commission on which you are currently serving?

Yes ☐ No ☒

If yes, for which board or commission are you applying for reappointment:

For new appointments, select the board(s) and/or commission(s) for which you would like to be considered (you may select more than one, however you may only be appointed to serve on one board at a time):

- | | | |
|--|--|--|
| <input type="radio"/> Board of Adjustment | <input type="radio"/> Minimum Housing Commission | <input type="radio"/> Alcoholic Beverage Control Board |
| <input type="radio"/> Airport Authority | <input type="radio"/> Tree & Appearance Commission | <input type="radio"/> Planning & Zoning Commission |
| <input checked="" type="radio"/> Housing Authority | <input type="radio"/> Historic Preservation Commission | <input type="radio"/> Recreation & Parks Commission |
| <input type="radio"/> Traffic Commission | <input type="radio"/> Public Transit Advisory Commission | |

Why do you wish to serve the City in this capacity? Describe the experience, skills, and abilities that you would contribute.

I HAVE SERVED ON THIS BOARD AND MANY CAPACITIES OVER 20 YEARS. THE CURRENT GRASP SCHOLARSHIP WAS AN IDEA OF MINE AND IS PARTLY NAMED AFTER ME. I BROUGHT THE IDEA OF THE COMMUNITY CENTER TO THE BOARD OVER 4 YEARS AGO AND NOW WE HAVE ONE AT THE CRUMP VILLAGE PROPERTY. I AM 1 OF 2 CERTIFIED COMMISSIONERS IN THE STATE OF NC AND I HAVE A MBA AND WORKING ON A DOCTORATE THAT WILL HELP THE BOARD AND THE ADMINISTRATION TO MEET THE NEEDS OF THE POPULATION IT SERVES IN AN EFFICIENT AND PROFESSIONAL MANNER. I AM OUTSPOKEN AND ONLY HAVE THE RESIDENTS BEST INTEREST AT HEART AND WILL USE MY SKILLS TO HELP AND DIRECT THE ADMINISTRATION TO PROVIDE OPPORTUNITIES FOR RESIDENTS TO MOVE TOWARD INDEPENDENCE IN OUT OF PUBLIC HOUSING.

Applicant Qualifications

Education

Please list the names of all schools attended from high school through secondary education. Also list the highest degree achieved at each institution.

School Name	CUMMINGS HIGH SCHOOL	Highest Degree Earned	DIPLOMA
School Name	DEVRY UNIVERSITY ATLANTA	Highest Degree Earned	BS
School Name	PFEIFFER UNIVERSITY	Highest Degree Earned	MBA
School Name	WALDEN UNIVERSITY	Highest Degree Earned	DOCTORATE (2016)

Please explain how your educational background will help you serve in this position. You may also elaborate on how your skills or certifications obtained outside of your formal education will enhance your contribution to the committees on which you wish to serve.

THE BUSINESS SKILLS I HAVE LEARNED OVER THE YEARS WILL AIDE IN MY FUDICIARY RESPONSIBILITES TO BHA. ALSO MY MARKETING AND PUBLIC ADMINISTRATION SKILLS WILL ALSO AIDE IN THE FEDERAL PROGRAMS THAT WE UTILIZE AT BHA. MY REAL ESTATE BACKGROUND ALSO WILL HELP WITH THE VARIOUS CURRENT PROJECTS THAT ARE UNFINISHED AT BHA AND NEED TO BE FINISHED. THE MANAGEMENT SKILLS I HAVE ACQUIRED WILL ASSIST IN HELPING THE ED TO ADDRESS MANY ISSUES THAT ARE CURRENTLY NEGATIVELY EFFECTING RESIDENTS OF BHA.

Employment

Employer/ Company Name	DIXIE HILL REST HOMES
Address	PO BOX 129
City, State, Zip	ENFIELD NC 27823

Job Title and Description of Responsibilities

OWNER/PRESIDENT
DAY TO DAY OPERATIONS. BUDGETING, MANAGEMENT, POLICIES/PROCEDURES, ADHERENCE TO STATE LOCAL AND FEDERAL REGULATIONS. HUMAN RESOURCES ETC.

Civic Involvement

Please list the names of civic and volunteer organizations in which you currently hold membership and your position with that organization.

CONCERNED CITIZENS OF ALAMANCE - PRESIDENT
NAACP - MEMBER
ALAMANCE COUNTY ON CIVIC AFFAIRS
POLITICAL PARTY ACTIVE
VARIOUS OTHERS

Thank you for your interest in the City of Burlington's advisory boards and commissions. Submit this application by email to: rkelly@ci.burlington.nc.us, in person to: Public Information Office at 425 South Lexington Avenue, Suite 204, or by mail to: Attn: Public Information P.O. Box 1358, Burlington, NC, 27216.

Email Now

Save as PDF

INTEROFFICE MEMORANDUM

FINANCE & RISK MANAGEMENT DEPARTMENT

TO: Mr. Harold T. Owen, City Manager
FROM: Peggy Reece, Director of Finance & Risk Management
SUBJECT: Budget Amendment 2015-48 - Police - Donation
DATE: January 14, 2015

Attached is a copy of a memorandum from Captain Chad Slaughter, Police, outlining a donation received recently from Mrs. Dixie Stafford, on behalf of the department's Citizen's Academy. Mrs. Stafford was a participant in the Spring and Fall 2014 Citizen's Academy and would like to show her appreciation for all parties involved by making a donation in their honor to assist in funding the next class. The class is scheduled to begin on March 17, 2015.

Please ask the City Council to amend the 2014-2015 Budget at its January 20th meeting as follows:

BA2015-48

Increase Revenues:

010-33109-0000 Donations - Miscellaneous \$3,000

Increase Expenditures:

010-51517-3300 Departmental Supplies \$3,000

Attachment

cc: Hal Hayes, Purchasing/Facilities Manager
Frank Hope, Director of Administrative Services
Chad Slaughter, Police Captain
Jeffrey Smythe, Chief of Police
Renee Ward, Administrative Manager/City Clerk
Beverly Smith, Deputy City Clerk



COMMUNITY RELATIONS DIVISION

TO: PEGGY REECE, DIRECTOR OF FINANCE AND RISK
MANAGEMENT

FROM: Captain C.A. Slaughter

SUBJECT: BUDGET AMENDMENT REQUEST

DATE: January 14, 2015

The Police Department is requesting a Budget Amendment in the amount of \$3,000.00 for a donation received from the Burlington Police Club in care of Mrs. Dixie Stafford. Mrs. Stafford is making the donation to assist in funding the next Citizens Academy class scheduled to begin on March 17, 2015.

Mrs. Stafford was a participant of the Citizen's Academy in the Spring of '14 and Fall of '14 and would like to show her respect and appreciation to all the staff members and fellow classmates by making a contribution to help fund the next class in their honor.

In following the wishes of Mrs. Stafford, we are requesting a budget amendment to accept the contribution and direct the funds to revenue account 010-33109-0000 and then assigned to expenditure account 010-51517-3300.

CITY OF BURLINGTON
AN ORDINANCE CREATING AND LEVYING
A MUNICIPAL VEHICLE TAX FOR PUBLIC TRANSPORTATION

WHEREAS, The City Council of the City of Burlington has found that the creation of an affordable public transit system operating on a fixed route is in the best interest of the citizens and residents of the City of Burlington and surrounding urban areas and has taken the necessary action to implement and create a fixed route public bus system, and

WHEREAS, the City Council further finds that a public transportation system has the potential to reduce congestion on public streets which would be a benefit to all motorists, and

WHEREAS, the North Carolina General Assembly has expressly granted to cities the authority to enact a municipal vehicle tax to support the creation and operation of a public transportation system, said authority being contained in North Carolina General Statutes Section 20-97(c);

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BURLINGTON, NORTH CAROLINA:

Section 1. Municipal Vehicle Tax for Public Transportation. There is hereby created and levied an annual municipal vehicle tax for public transportation in the amount of five dollars (\$5.00) on each motor vehicle, as hereinafter defined, resident within the corporate limits of the City of Burlington.

Section 2. Use of Proceeds. The net proceeds of the tax so levied shall only be used for financing, constructing, operating, and maintaining a local public transportation system as defined in North Carolina General Statutes Section 105-550.

Section 3. Definitions. The following definitions apply in this ordinance:

- (1) Motor Vehicle. – Every vehicle which is self- propelled and which is designed to run upon the highways, excluding however, vehicles exempt from registration as set forth in North Carolina General Statute Section 20-51, vehicles held and listed in the inventory of motor vehicle dealers for sale, vehicles owned by the State of North Carolina or any subdivision thereof, and vehicles listed as unclassified in North Carolina General Statutes Section 105-330.1(b) Mopeds which are required to be registered pursuant to North Carolina General Statute 20-53.4 shall be subject to the municipal vehicle tax for public transportation.
- (2) Resident Motor Vehicle. - Any motor vehicle which would, for the purposes of taxability under the provisions of the North Carolina Machinery Act, have its situs within the corporate limits of the City of Burlington.

Section 5. Effective Date of Levy. The motor vehicle tax herein imposed shall be levied and due for vehicles subject thereto on the date of registration or renewal of registration for such vehicles occurring on and after July 1, 2015

MEMORANDUM

TO: Harold T. Owen, City Manager

FROM: Shawna Tillery, Community Development Administrator

DATE: January 9, 2015

SUBJECT: City Council Agenda – January 20, 2014 Public Hearing to Consider Citizen Comments on Housing and Neighborhood and Community Revitalization Needs to Develop the Five-Year Consolidated Plan for Community Development Block Grant Program

At its meeting on January 6, 2015 City Council set January 20, 2015 as the public hearing date to receive citizens' comments on the housing needs and the neighborhood and community revitalization needs in low and moderate-income areas for the City to address over a five-year period, 2015-2020. Please request City Council at the January 20, 2015 meeting to conduct the public hearing. From these comments and proposals, staff will develop the five-year Consolidated Plan for the Community Development Program. Federal regulations require a jurisdiction to provide for a public hearing during the development of the Consolidated Plan.

The City of Burlington has not yet been notified of the approximate allocation for CDBG funds or HOME funds for the City and Alamance County. The Community Development Division is anticipating a notification by the end of February or beginning of March. In FY 2014-15 the City received \$412,593 in Community Development Block Grant (CDBG) funds and \$249,574 of HOME Investment Partnership (HOME) Program funds for the City and Alamance County.

If you have any questions concerning this matter, please advise me.

**NOTICE
PUBLIC HEARING
CITY OF BURLINGTON
COMMUNITY DEVELOPMENT PROGRAM**

The Burlington City Council will hold a public hearing for citizens to comment on the affordable housing, special housing with supportive services, homeless, and neighborhood and community revitalization needs in Alamance County. Comments will be used to develop the five-year Consolidated Plan for 2015-2020 to receive federal funds for programs primarily to benefit people with low and moderate-incomes. This plan describes the area needs for housing and neighborhood revitalization and how the City will address these needs over a five-year period. The City is the administrator for the Alamance County federal HOME Program. The City invites all interested citizens to attend the public hearing as follows:

DATE: **Tuesday, January 20, 2015**

TIME: **7:00 p.m.**

PLACE: **City Council Chamber
City of Burlington Municipal Building
425 South Lexington Avenue
Burlington, NC 27215**

Note: The City of Burlington will provide reasonable accommodations, auxiliary aids and services for any qualified disabled person interested in attending the meeting. To request the above, please call the Office of Public Information at (336) 222-5076 no later than seven days prior to the date of the public hearing.

Publication Date: January 9, 2014

Internal Use Only	<input checked="" type="checkbox"/> Recreation & Parks <input type="checkbox"/> Police <input type="checkbox"/> Fire	<input type="checkbox"/> Traffic <input type="checkbox"/> Sanitation
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Section IV

Application

April 20, 2015

SUMMARY OF EVENT

DESCRIPTION

Event Title Taste of Alamance – United Way of Alamance County

Description A community fundraiser for United Way featuring samples of local cuisine to attendees featuring 40 vendors. Each vendor provides appetizer size samples of their menu items to attendees. There is no limit on how much each attendee can sample.

Admission: The Taste of Alamance event is considered Tax Exempt under NC State Statue H.B. 998 and H.B. 1050 as it is operated for the purposes of fundraising. Funds raised during the event will go the to the United Way Community Fund, and from which will be allocated to local needs. There is a \$25 admission fee in advance, or \$35 at the door, includes all food and beverages. The event is rain or shine.

Information cannot exceed 300 characters. NC Admission tax laws may apply

Admission Charged X Yes No

Event Category

- ☐ Festival/Celebration
- ☐ Parade/Procession/March/Run
- ☐ Exhibits/Misc.
- ☐ Concert/Performance
- ☐ Farmer/Outdoor Market
- ☐ Dance
- ☐ Circus
- ☐ Carnival
- ☒ Other Fundraiser

Anticipated Attendance Total 500-700

Anticipated Participants Total 40 Vendors

DATE/TIME

Setup	Date <u>4/20/15</u>	Time <u>2:00 PM</u>	Day of Week <u>Monday</u>
Event Starts	Date <u>4/20/15</u>	Time <u>6:00 PM</u>	Day of Week <u>Monday</u>
Event Ends	Date <u>4/20/15</u>	Time <u>8:00 PM</u>	Day of Week <u>Monday</u>
Dismantle/Take-Down	Date <u>4/20/15</u>	Time <u>8:30 PM</u>	Day of Week <u>Monday</u>

LOCATION

Location Description/Name of Park or Facility/Routes/Streets

Information
cannot exceed
300
characters.

Front Street, downtown Burlington. Block between Spring and Lexington

CONTACTS

Host Organization United Way of Alamance County

Professional Organizer Name: Barrett Thompson

Telephone: (336) 438 2000 Cell 336-213-6590

Non-Public Contact Name: _____

(Required for internal use
only)

Telephone: () _____ Cell _____

Media Contact Name: _____

(If different than Public
Contact)

Telephone: () _____ Cell _____

Vendor/Catering
Contact 1. Name: _____

(If different than Public
Contact)

Telephone: () _____ Cell _____

2. Name: _____

Telephone: () _____ Cell _____

Web Address www.uwalamance.org www.tasteofalamance.org

Email Address bthompson@uwalamance.org

Yes No



Is this an annual event? How many years has this event taken place? 7 years



Is your event part of a larger marketing campaign? (i.e. Dicken's Christmas, Burlington Carousel Festival)

If yes, please list _____

APPLICANT AND HOST ORGANIZATION INFORMATION

A written communication from the Chief Officer of the Host Organization authorizing the applicant and/or professional event organizer to apply for this Special Event Permit on their behalf must be submitted with your permit application.

Host Organization United Way of Alamance County

Chief Officer of Host Organization Heidi Norwick, President

Applicant Name Barrett Thompson

Address Street: 803 Hermitage Road

City: Burlington State NC Zip 27215

Telephone Day: 226-438-2000 Cell: 336-213-6590 Evening: same

Please list any professional event organizer, event service provider, or commercial fund-raiser hired by you that is authorized to work on your behalf to plan, produce, and/or manager your event.

Applicant Name _____

Address Street: _____

City: _____ State _____ Zip _____

Telephone Day: _____ Cell: _____ Evening _____

SITE PLAN/ROUTE MAP

Your event site plan/route map should be submitted and include but not limited to:

- ☐ An outline of the entire venue including the names of all streets or areas that are part of the venue and the surrounding areas. If the event involves a moving route of any kind, indicate the direction of travel and all street or lane closures.
- ☐ The location of all stages, platforms, scaffolding, bleachers, grandstands, canopies, tents, portable toilets, booths, beer gardens, cooking areas, trash containers and dumpsters, and other temporary structures.
- ☐ The location of fencing, barriers and/or barricades. Indicate any removable fencing for emergency access.
- ☐ The location of first aid facilities and emergency management vehicles.
- ☐ A detailed or close-up of the food booth and cooking area configuration including booth identification of all vendors cooking with flammable gases or barbecue grills.
- ☐ Generator locations and/or source of electricity
- ☐ Placement of vehicle and/or trailers
- ☐ Identification of all event components that meet accessibility standards
- ☐ Other related event components not listed above

NARRATIVE

Please provide a narrative and timeline of your event. You may provide this information as an attachment if necessary.-

See Attached:

SECURITY

All proposals must be reviewed by the Police & Fire Departments to ensure that public safety will not be compromised. It is required that Burlington PD work the event

ENTERTAINMENT & RELATED ACTIVITIES

Yes	No	
		Are there any musical entertainment features related to your event?
X		<p>If yes, complete the following information or provide an attachment listing all bands/performers, type of music, sound check and performance schedule.</p> <ul style="list-style-type: none"> Number of Stages <u>1</u> Number of Performers/Bands <u>1</u> Performer/Band name and music type <u>undecided</u>
X		Will the event need power? There are limitations on power throughout the downtown area. Generators are recommended.
X		<p>Will sound checks be conducted prior to the event?</p> <p>If yes, Start Time: <u>5:30 PM</u> Finish Time: <u>5:45 PM</u></p>
X		<p>Will sound amplification be used?</p> <p>If yes, Start Time: <u>6:00 PM</u> Finish Time: <u>8:00 PM</u></p>
		<p>Please describe the sound equipment that will be used for your event.</p> <p>Typical needs for a band. We will provide a formal list when a band is booked.</p>
	X	<p>Will inflatables or similar devices be used at your event?</p> <p>If yes, please describe: _____</p>
	X	<p>Does your event include the use of fireworks, rockets, lasers, or other pyrotechnics?</p> <p>If yes, please describe: _____</p>
X		<p>Will your event include the use of any signs, banners, decorations, or special lighting?</p> <p>If yes, please describe: <u>Banners at Entrance and at vendor booths</u></p>
X		<p>Will you be marketing your event?</p> <p>If yes, you must provide samples of communications that will be distributed to impacted residents, businesses, schools, places of worship and other entities.</p>

ALCOHOL

When serving alcohol, state laws apply to all dispensing and sale of beverages.

**NOTE: If alcohol will be a part of your event, you will be required to fill out the proper information on the following pages.*

Yes

No



Does your event involve the use of alcoholic beverages?
If yes, please check all that apply:



Free/Host Alcohol



Alcohol Sales



Host & Sale Alcohol



Beer



Wine



Beer & Wine

Please describe your security plan to ensure the safe sale or distribution of alcohol at your event.

We plan to utilize the services of the Burlington Police Department in soliciting BPD officers to work at the event. We will go with the recommendation of the department on amount of officers required to run a secure event. All beverage vendors will be required per NC state guidelines and event vendor guidelines to check IDs of all visitors to their booth. If this is not being done, United Way will utilize the resources of officers on hand to have the booth shut down for safety and insurance coverage purposes.

Alcohol consumption will be in the designated area and a map of that area must be included in the permit application. The area of consumption cannot deviate from the mapped area as indicated in the application. A brief narrative describing the consumption area shall accompany the map.

INSURANCE REQUIREMENTS

Please provide the following information of the responsible party, caterer and organization:

- Name of Insurance Agency: HUB International
- Address: 1137 S. Church St.
- City Burlington State NC Zip 27215
- Telephone Day 336-228-0541
- Evening
- Cell
- Name of Policy Holder: United Way of Alamance County
- Required Policy Amount:
- Policy Number
- Policy Type

***A certificate of liability listing the City of Burlington as the "additional insured" must be presented to the representing city agent for approval.**

FOOD CONCESSIONS OR PREPARATION

*Food Truck policy/ordinance will be inserted here if approved.

Yes No

☒ ☐

Does your event include food concession and/or preparation areas?

If yes, please describe how food will be served and/or prepared:

There will be 40+ food and beverage vendors. Each vendor will prepare food at their restaurant/facility and bring it ready to serve to the event. Each booth will have an 8ft 'prep' table in the back and an 8ft 18in serving table in the front. Vendors who request to prepare food on site will complete a detailed map of food prep needs and desires. This will be submitted to City departments prior to approval.

Yes No

☒ ☐

Do you intend to cook food in the event area?

☐ Gas

☐ Electric

☐ Charcoal

☒ Other (specify) We are unsure of exact plans from vendors at this time, but will ensure compliance with city regulations as those requests become available

PORTABLE RESTROOMS

You are required to provide rest room facilities at your event, unless you can substantiate the sufficient availability of both ADA accessible and non-accessible facilities in the immediate area of the event site which will be available to the public during your event.

Yes No

☒ ☐

Do you plan to provide portable rest room facilities at your event?

If yes: Total number of portable toilets 4

If no, please explain: _____

Rest Room Company: TBD – Pending quote approval from our Board of Directors

Contact Name: _____ Number _____

Equipment Setup: Date _____ Time _____

Equipment Pickup: Date _____ Time _____

SANITATION & RECYCLING

The City of Burlington does not provide trash services for private events. All approved applicants are responsible for providing a safe and clean atmosphere during the event. The requesting applicant shall be responsible for the proper disposal of all trash and recyclables generated during the event. All receptacles for the collection of trash and recyclables as well as the disposing of such contents shall be the applicant's responsibility. No garbage will be permitted to be left on any streets and/or sidewalks within the approved area. If the areas are not left in the pre-event conditions, a fine of \$_____ will be billed to the organization or applicant.

Number of Trash Cans 10

Number of Trash Cans w/ Lids _____

Number of Dumpsters w/Lids
(One for every increment of 400 people) _____

Number of Recycling Containers 0

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event.

United Way of Alamance County plans to hire the Sanitation Department for the duration and clean- up of the event

AFFIDAVIT OF APPLICANT

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event under the City of Burlington Municipal Code and I understand that this application is made subject to the rules and regulations established by the City Council and/or City Manager or the City Manager's designee. Applicant agrees to comply with all other requirements by the City, County, State, Federal Government, and any other applicable entity which may pertain to the use of the Event venue and the conduct of the Event. In the event that a possessory interest subject to taxation is created by virtue of this use permit, I agree to pay all possessory interest taxes and the City shall not be liable for the payment of such taxes. I further agree that the payment of any such taxes shall not reduce any consideration paid to the City pursuant to this use permit. I agree to abide by these rules, and further certify that I, on behalf of the Host Organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the City of Burlington.

Print Name of Applicant/Host Organization United Way of Alamance County

Title: Director of Resource Development

Signature: K Barrett Thompson

Date: December 2, 2014

Print Name of Professional Event Organizer ~~#~~ Heidi Norwick

Title: President

Signature: Heidi Norwick

Date: 12/23/14

Thank you for completing your Special Event Permit Application. Before you submit your application to the City of Burlington, please make sure that the following steps have been completed"



Have you....

- ☐ Signed and dated your application?
- ☐ Attached your event site plan and map?
- ☐ Attached your event security plan?
- ☐ Attached a copy of your accessibility plan?
- ☐ Attached your Certificate of Insurance?
- ☐ Include any County, State, Federal or City of Burlington permits that may be required to hold your event in the selected venue?-may include alcohol permits, fire permits etc.

Please submit your COMPLETED application in person to:

**Burlington Recreation & Parks
1333 Overbrook Road
Burlington, NC 27215**

For additional questions, comments or concerns, please call 336-222-5030.



CERTIFICATE OF LIABILITY INSURANCE

UNITWAY-02

MSUTTON

DATE (MM/DD/YYYY)

12/23/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # 1000009384

Hub International Southeast

PO Box 939

Burlington, NC 27216

CONTACT

NAME:

PHONE (A/C, No, Ext): (336) 228-0541

FAX (A/C, No): (336) 226-6772

E-MAIL

ADDRESS:

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Travelers Property Casualty Insurance Company

36161

INSURER B: Cincinnati Insurance Company

10677

INSURER C: Charter Oak Fire Insurance Company

25615

INSURER D:

INSURER E:

INSURER F:

INSURED

United Way Of Alamance County

Inc

P O Box 1268

Burlington, NC 27216

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Business Owners GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	X	I6801228D94A-TCT-14	02/13/2014	02/13/2015	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		I6801228D94A-TCT-14	02/13/2014	02/13/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	UMBRELLA LIAB EXCESS LIAB DED RETENTIONS \$	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE	EUP0067181	02/24/2014	02/24/2015	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	IHUB-7651M00-8-14	10/28/2014	10/28/2015	PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Waiver of subrogation is added as respects General Liability

CERTIFICATE HOLDER

City of Burlington
PO Box 1356
Burlington, NC 27216

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Marsha L. Sutton

Narrative:

The Taste of Alamance event began 7 years ago as a fundraiser for United Way of Alamance County. Since that time, its proceeds have benefitted other organizations in Alamance County as well. The goal of the event is to provide a sample of local cuisine as a taste of the culture in Alamance County.

Day of Event Timeline:

- 2:00PM – Streets Blocked - Tables, Chairs & Porta Potties Delivered
- 3:00PM – Vendors invited to begin set up
- 5:30PM – Vendors set up complete
 - Band Sound Check
- 6:00PM – doors open
- 7:30PM – Ballots for awards collected & Last Call at all booths serving alcohol
- 7:50PM – Winners announced
- 8:00PM – event closes

Vendor Registration:

40+ anticipated Food & Beverage Vendors

Registration for Vendors begins in January, 2015 and requires a signed contract from each vendor, as well as copies of the COI per City of Burlington Special Event Standards to complete registration.

Vendors are asked to donate appetizer size samples of a variety of menu items at no cost.

They are given the opportunity to give out menus, business cards, and other restaurant paraphernalia during the event.

Vendors are also invited to decorate their booths and awards are given to the best display, Best Overall, and Best Food as voted on by attendees.

Attendance:

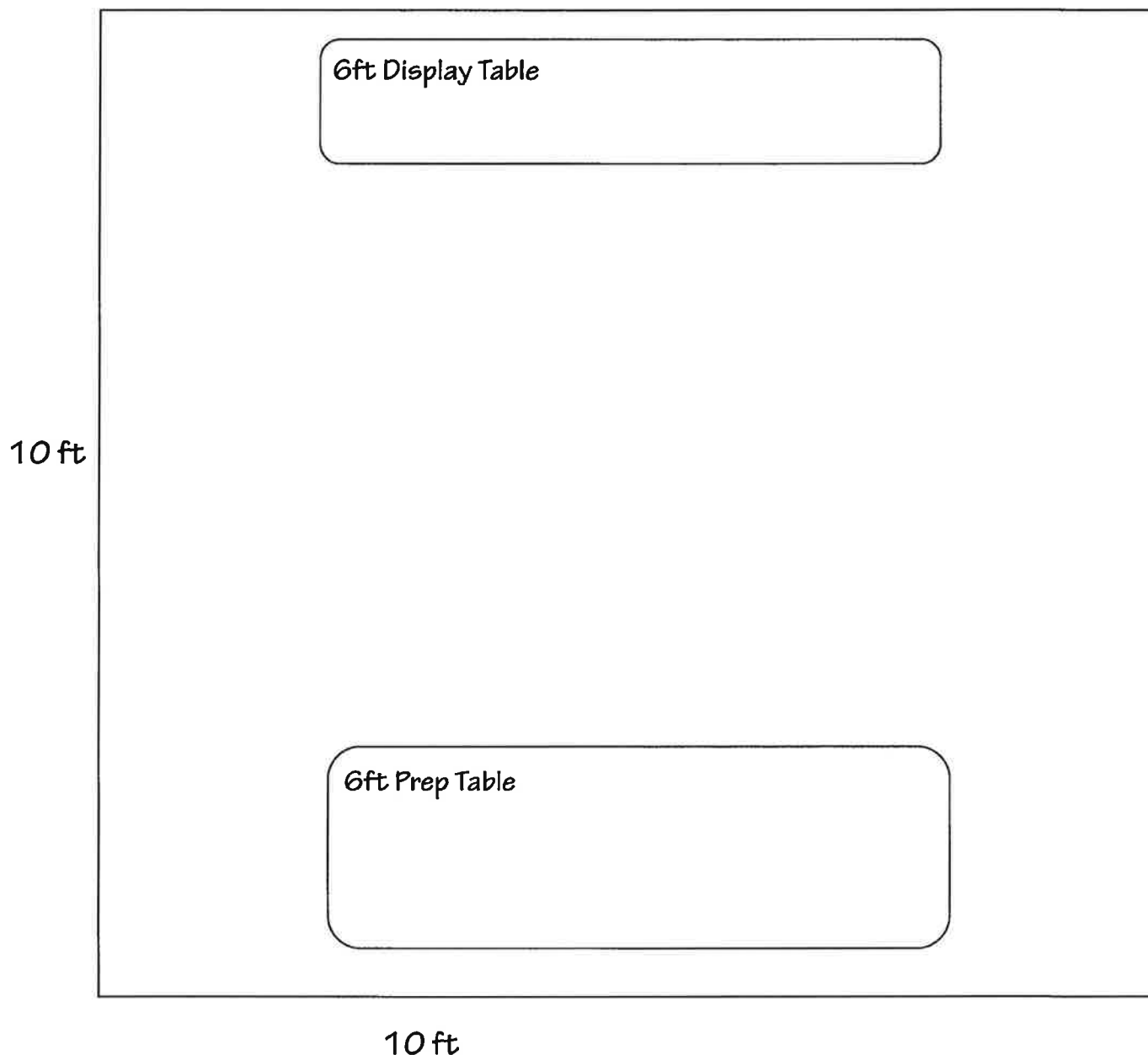
500+ Anticipated Attendance

Tickets are \$ 25 in advance and \$ 35 at the door

Ticket price includes all food and beverage for the event

Upon admittance attendees are given an event map of restaurant locations as well as a card on which to vote for the aforementioned items. Ballots are turned in 30 minutes prior to the event end and winners are announced as the event closes. Winners are given plaques to display at their establishment.

Vendor Booth Layout:

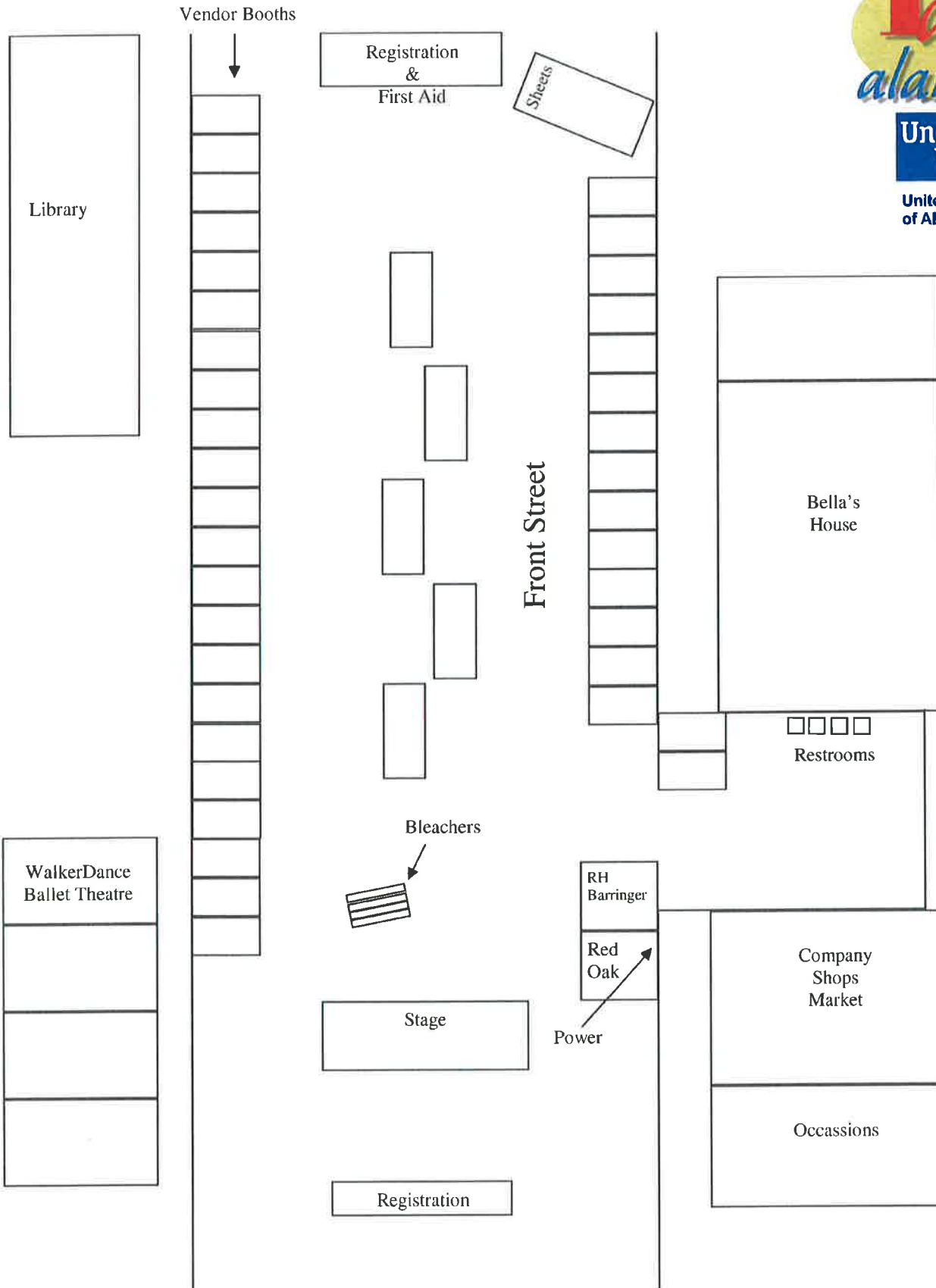


United Way provides the two tables within the allotted space. Vendors are allowed to bring linens, banners and any prep materials they require. No vendor will be permitted to use an open flame or heat source within 20ft of the booth space per City regulations. Vendors requiring on site food prep will be given space in a side parking lot per the approval of the City.

Spring Street



United Way
of Alamance County



***** DISCLAIMER: A more detailed event layout will be provided as vendors confirm their participation and complete the necessary insurance requirements for involvement in the event.



April 20th 2015
 6:00pm-8:00pm
 Downtown Burlington
 Front Street between Spring & Lexington
 Rain or Shine



United Way
 of Alamance County

Vendor Registration Form

Application Deadline: March 4th, 2015

Vendor Name		
Contact		
Email		
Phone		
Address		
City, State, ZIP		
		When will you arrive for set up?
		How many Servers will you provide? (Limit 4)
YES	NO	Will you need ice?
YES	NO	Will you bring your own tent?
YES	NO	I give United Way of Alamance County permission to use my logo in association with the Taste of Alamance event.
YES	NO	I have emailed that logo to bthompson@uwalamance.org

Vendor Contract

You must be completely setup and ready by 5:30pm

Taste of Alamance Will Provide:

- 2- 6ft tables, one regular and one skinny
- one for display
- one for supplies.
- Ice if needed (must know in advance)
- garbage cans around venue
- set up begins at 3:00pm
- name on website www.tasteofalamance.com and any other advertising (with permission)

Vendor Will Provide:

- Food/Beverage for Tasting
- Certificate of Insurance for the following that apply
 1. General Liability with waiver of subrogation
 2. Workers Compensation with waiver of subrogation
 3. Liquor Liability – if providing alcohol
 4. Auto Liability – if serving from trailer or food truck
- Complete set up by 5:30- no exceptions
- All Table displays including table covering
- storage for ice
- business cards/menus
- servers, must stay until end of event

This is an outdoor event. Please provide a tent if necessary no larger than 10X10. You will need to mark on the form if you are bringing a tent for location and set up purposes.

Alcohol Permit- United Way of Alamance County will obtain an ABC permit for Taste of Alamance on April 20th, 2015. You will need to provide proof of insurance coverage for serving as well as naming the City of Burlington and United Way of Alamance County as additionally insured for the April 20th event. Proof of this coverage must be provided to United Way by March 4th or you will not be allowed to serve at the event. Please feel free to contact us regarding more information. Barrett Thompson at 336-438-2000 or tasteofalamance.com.

Signature of Contact: _____

Date _____

Return Forms to: Barrett Thompson at 803 Hermitage Road, Burlington, NC 27215
or Email: bthompson@uwalamance.org

Insurance Requirements

Please send this information to your insurance provider to ensure we receive appropriate coverage details.

TWO Certificates of Insurance must be provided detailing the below coverage

The First COI MUST list the *City of Burlington* as Additionally Insured

The Second COI MUST list *United Way of Alamance County* as Additionally Insured

BOTH must contain a Blanket Waiver of Subrogation applying in favor of the additional insured as required by contract for Worker's Compensation and General Liability.

	EACH OCCURANCE	AGGREGATE
GENERAL LIABILITY Bodily Injury & Property Damage Combined Single Limit	\$1,000,000	\$2,000,000
WORKERS COMPENSATION Statutory limits (if required by law) \$500,000 Employers Liability Limit		
AUTOMOBILE LIABILITY <i>If serving from truck or trailer</i> Bodily Injury & Property Damage Combined Single Limit	\$1,000,000	
LIQUOR LIABILITY <i>If you are providing alcohol</i> Bodily Injury & Property Damage Combined Single Limit	\$1,000,000	\$1,000,000

Additional Insured Information:

City of Burlington
PO Box 1358
Burlington, NC 27216

United Way of Alamance County
803 Hermitage Road
Burlington, NC 27215

Completed Certificates of Insurance may be sent to:

Barrett Thompson – United Way of Alamance County
bthompson@uwalamance.org

For Questions/Concerns Contact:

Barrett Thompson
Director of Resource Development
United Way of Alamance County
Bthompson@uwalamance.org

Alan Crouch
HUB International Southeast
336-494-2502
Alan.crouch@hubinternational.com



United Way
of Alamance County

7th Annual Taste of Alamance
April 20th 2014, 6:00pm-8:00pm, Downtown Burlington

Sponsorship opportunity levels

Exclusive Title Sponsor \$2,500

- Full Page Ad in booklet handed out at event
- Special recognition on all media / Piedmont Carolina Red Cross and Taste of Alamance website as well as marketing materials etc. leading up to the event
- Prominent signage with logo at the registration area and on the day of the event
- Table to display company/product at event
- Business name recognition during the day of the event
- 4 (4) tickets to the event

Gold Sponsor \$1,000

- Half page ad in booklet handed out at event
- Special recognition on all media / Piedmont Carolina Red Cross and Taste of Alamance website as well as marketing materials etc. leading up to the event
- Business name recognition during the day of the event
- Table to display company/product at event
- 4 tickets (4) to event

Silver Sponsor \$500

- ¼ page ad in booklet handed out at event
- Special recognition on all media / Piedmont Carolina Red Cross and Taste of Alamance website as well as marketing materials etc. leading up to the event
- Business name recognition during the day of the event
- Two (2) tickets to event

Bronze Sponsor \$250

- 1/8 page ad in booklet handed out at event
- Special recognition on all media / Piedmont Carolina Red Cross and Taste of Alamance website as well as marketing materials etc. leading up to the event
- Business name recognition during the day of the event
- One (1) ticket to event

Ad Sponsor

- Full Page \$150
- Half page \$100
- ¼ Page \$80
- 1/8 Page \$50

Please fill out information below

Sponsorship Level _____

Business Name: _____

Contact Person: _____

Phone Number: _____

Email Address: _____

A supporter level is offered at any donation amount and name will be listed in booklet given out at event.

- Please make checks out to: **United Way of Alamance County** with Taste of Alamance or ToA in the memo line
- A logo will be needed to place in the booklet. Please send a high resolution JPEG, Vector, or EPS file. bthompson@uwalamance.org
- Please call with any questions - Barrett Thompson at 336-438-2000



April 20th 2015

6:00pm-8:00pm

Downtown Burlington

Tickets

\$25 in advance

\$35 at the door

www.tasteofalamance.com

www.uwalamance.org

Purchase your tickets online or visit:

Times News

Bank of North Carolina

United Way of Alamance County

Green & McClure Furniture



United Way
of Alamance County



United Way
of Alamance County



For Immediate Release: January 7, 2015

Contact: Barrett Thompson

Phone: (336) 438-2000

Taste of Alamance

United Way of Alamance County is thrilled to celebrate another year of bringing the community together through Taste of Alamance! We invite you to a night filled with an array of remarkable foods from your favorite restaurants and vendors in Alamance County. All of the proceeds from Taste of Alamance will go toward the United Way Community Fund and will be allocated to local agencies during our spring grant process.

Date: April 20, 2015

Time: 6:00PM – 8:00PM

Location: Downtown Burlington

Front Street Between Spring Street & Lexington Avenue

We are pleased to have numerous vendors returning to this event, and look forward to expanding through the addition of new local, and tasty vendors. Individuals or vendors interested in attending Taste of Alamance, please visit: www.tasteofalamance.com. Tickets to the event are \$25.00 in advance, and \$35.00 at the entrance that evening. Admission to the Taste of Alamance includes food and beverage sampling of all vendors. Pepsi will be the exclusive merchant of soft drinks and water. Tickets are available for purchase at the following locations: The Times News (707 South Main Street, Burlington, NC), United Way of Alamance County (803 Hermitage Road, Burlington, NC), and Green & McClure Furniture (118 North Main Street, Graham, NC). For any additional information, please call: (336) 438-2000, or email bthompson@uwalamance.org



**United Way
of Alamance County**

Dear Downtown Burlington Business Owner,

United Way of Alamance County would like to inform you about our event coming up on Monday April 20th, 2015. United Way will be hosting Taste of Alamance from 6pm until 8pm on Front Street, (between Spring and Lexington), and this street will be blocked off beginning at 3:00pm on the 20th. We are expecting over 500 people to be in attendance throughout the evening, and there will be over 40+ local food vendors. Tickets are \$25 in advance, or \$35 at the door, these can be purchased on our website or in our United Way office, as well as other locations to be confirmed throughout the county.

First and foremost we wanted to notify the businesses of Burlington and express our gratitude for your cooperation and engagement with this event. Our hope is that Taste of Alamance will provide exposure for your business. If you wish to show your support of the event through sponsorship please let us know as we would love to find the best fit for your business. Again, we thank you for your support of the important work we do in Alamance County.

Sincerely,

United Way Staff

&

Taste of Alamance Events Committee

*** United Way of Alamance County staff plan to deliver a similar copy of this letter to each of the businesses whom the event will directly impact.

Any business with a storefront on Front Street between the Spring & Lexington block.

MEMO

TO: Mayor Ronnie Wall
Councilmember Celo Faucette
Councilmember Bob Ward
Councilmember Jim Butler
Councilmember Kathy Hykes

FROM: Harold Owen, City Manager

DATE: January 6, 2015

SUBJECT: Proposed Splash Park

Listed below is information requested concerning projected capital expenses, operational expenses and design graphics on the Splash Park partnership proposed last night by representatives of Impact Alamance.

Capital Construction Costs

Spring ground Features & Equipment	\$460,000
Contingency	<u>\$40,000</u>
Impact Alamance	\$500,000

Site Work, Parking Lot Construction (Sidewalk Construction)	\$140,000
Bathhouse Facility (Changing area, Restrooms, Filter Room)	\$95,000
Picnic Shelter	\$25,000

Support Facilities (Shade structures, benches, tables & fencing)	<u>\$49,900</u>
	\$309,900

Contingency	<u>\$40,000</u>
City's Investment	\$349,900

Projected Annual Operational Costs

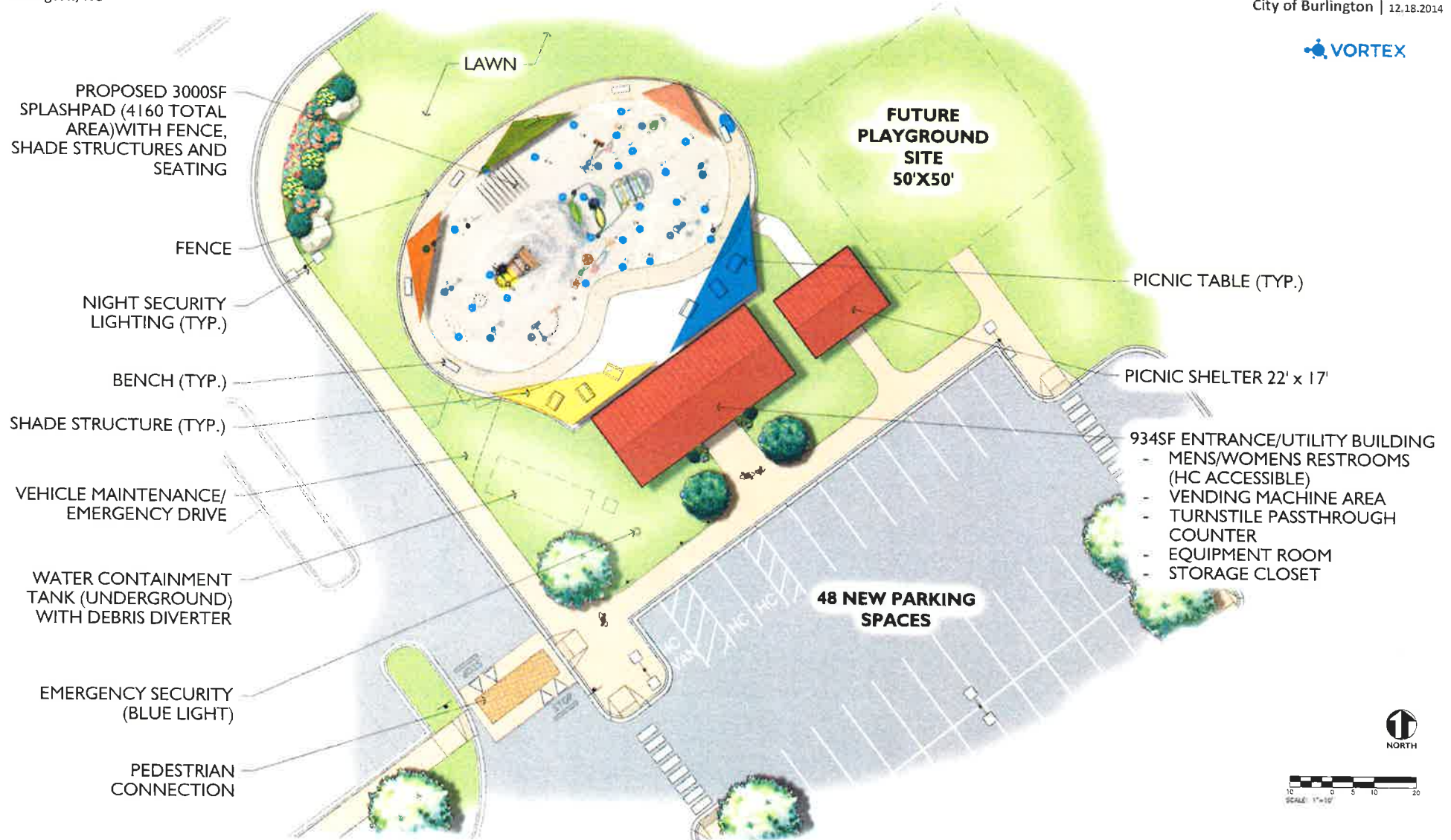
Annual Season Operations	18 weeks
Part-Time Staff Costs	\$17,000
Chemical Costs	<u>\$4,000</u>
Annual Operations Total	\$21,000

If you have any questions on this information, please feel free to contact me.

Burlington Splashpad | Conceptual Site Plan

Burlington, NC

City of Burlington | 12.18.2014



Burlington Splashpad | Conceptual Site Plan
Burlington, NC

City of Burlington | 12.18.2014



INTEROFFICE MEMORANDUM

FINANCE & RISK MANAGEMENT DEPARTMENT

TO: Mr. Harold T. Owen, City Manager

FROM: Peggy Reece, Director of Finance & Risk Management

SUBJECT: Budget Amendment 2015-46- GF - General Obligation
2015 Refunding Series

DATE: January 13, 2015

Please find attached the resolution providing for the sale and issuance of a \$4,047,000 City Of Burlington, General Obligation Refunding Bond, Series 2015. As part of the process for refinancing the General Obligation 2005 Refunding Series, staff recommends paying off the General Fund portion of the General Obligation Refunding Series 2005 bond. By paying off the General Fund portion, funds will be freed up for other increases in operational expenses, such as the additional firefighter staff for station 6 that will need to be hired.

Please ask the City Council to approve the attached resolution, to authorize the Mayor, the Director of Finance, and the City Clerk to sign the financing documents, and to amend the 2014-2015 Budget at its January 20th meeting as follows:

BA2015-46

General Fund

Increase Revenues:

010-38390-0015	Trans. From Cap. Res. Fund	\$2,140,000
015-39398-0000	Appropriated Fund Balance	2,140,000

Increase Expenditures:

015-70700-9100	Operating Trans. Out	\$2,140,000
010-66660-8100	Bond Principal	2,140,000

cc: Hal Hayes, Purchasing/Facilities Manager
Frank Hope, Director of Administrative Services
Renee Ward, Administrative Manager/City Clerk
Beverly Smith, Deputy City Clerk

The City Council of the City of Burlington, North Carolina met in a regular meeting in the Council Chambers of the Municipal Building located at 425 South Lexington Avenue in Burlington, North Carolina, the regular place of meeting, at 7:00 p.m. on January 20, 2015.

Present: Mayor Ronnie K. Wall, presiding, and Council Members

Absent: Council Members

Also present: _____

* * * * *

_____ introduced the following resolution the title of which was read and a copy of which had been previously distributed to each Council Member:

**RESOLUTION PROVIDING FOR THE SALE AND ISSUANCE OF A
\$4,047,000 CITY OF BURLINGTON, NORTH CAROLINA GENERAL
OBLIGATION REFUNDING BOND, SERIES 2015**

BE IT RESOLVED by the City Council (the "City Council") of the City of Burlington, North Carolina (the "City"):

Section 1. The City Council has determined and does hereby find and declare as follows:

(a) An order authorizing \$4,100,000 General Obligation Refunding Bonds was adopted by the City Council on December 16, 2014, which order has taken effect.

(b) None of said bonds have been issued, no notes have been issued in anticipation of the receipt of the proceeds of the sale of said bonds and it is necessary to issue \$4,047,000 of said bonds at this time.

(c) The shortest period of time in which the outstanding General Obligation Refunding Bonds, Series 2005, dated September 1, 2005, of the City to be refunded by said bonds can be finally paid without making it unduly burdensome on the taxpayers of the City as determined by the Local Government Commission of North Carolina is a period which expires on February 1, 2019, and the end of the unexpired period of usefulness of the projects refinanced by said outstanding bonds is estimated as a period of forty (40) years from August 1, 2000, the date of said outstanding bonds, and such period expires on August 1, 2040;

Section 2. Pursuant to said order there shall be issued a bond in the aggregate principal amount of \$4,047,000 designated "City of Burlington, North Carolina General Obligation Refunding Bond, Series 2015" (the "Bond") and dated the date of delivery thereof. The Bond

shall be stated to mature in annual principal installments on February 1 of each year as follows: \$1,262,000 2016, \$1,218,000 2017, \$1,168,000 2018 and \$399,000 2019; and shall bear interest on the outstanding principal amount (computed on the basis of a 360-day year consisting of twelve 30-day months) at a rate of 1.05% per annum, which interest shall be payable semiannually in arrears on each February 1 and August 1, beginning August 1, 2015, until payment of such principal sum.

The Bond shall bear interest from the interest payment date next preceding the date on which it is authenticated, unless it is (a) authenticated upon an interest payment date, in which event it shall bear interest from such interest payment date or (b) authenticated prior to the first interest payment date, in which event it shall bear interest from its date; provided, however, that if at the time of authentication interest is in default, such Bond shall bear interest from the date to which interest has been paid.

The principal of and interest on the Bond shall be payable in any coin or currency of the United States of America which is legal tender for the payment of public and private debts on the respective dates of payment thereof.

The definitive Bond shall be initially issued as one fully-registered bond, without coupons, numbered R-1 and shall be initially registered in the name of "Bank of North Carolina," as the initial purchaser of the Bond (the "Purchaser").

Section 3. The Bond shall bear the manual or facsimile signatures of the Mayor and the City Clerk of the City and the official seal or a facsimile of the official seal of the City shall be impressed or imprinted, as the case may be, on the Bond.

The certificate of the Local Government Commission of North Carolina to be endorsed on the Bond shall bear the manual or facsimile signature of the Secretary of said Commission and the certificate of authentication of the Bond Registrar (hereinafter defined) to be endorsed on the Bond shall be executed as provided hereinafter.

In case any officer of the City or the Local Government Commission of North Carolina whose manual or facsimile signature shall appear on the Bond shall cease to be such officer before the delivery of the Bond, such manual or facsimile signature shall nevertheless be valid and sufficient for all purposes the same as if he had remained in office until such delivery, and the Bond may bear the manual or facsimile signatures of such persons as at the actual time of the execution of the Bond shall be the proper officers to sign the Bond although at the date of the Bond such persons may not have been such officers.

The Bond shall not be valid or become obligatory for any purpose or be entitled to any benefit or security under this resolution until it shall have been authenticated by the execution by the Bond Registrar of the certificate of authentication endorsed thereon.

The Bond and the endorsements thereon shall be in substantially the following form:

United States of America
State of North Carolina

CITY OF BURLINGTON, NORTH CAROLINA
GENERAL OBLIGATION REFUNDING BOND
SERIES 2015

Final Maturity Date

February 1, 2019

Interest Rate

1.05%

The City of Burlington, a municipal corporation in the State of North Carolina (the “City”), is justly indebted and for value received hereby promises to pay to

BANK OF NORTH CAROLINA

or registered assigns or legal representative the principal sum of FOUR MILLION FORTY-SEVEN THOUSAND DOLLARS (\$4,047,000) in annual principal installments as set forth in Exhibit A attached hereto and made a part hereof (each, a “Principal Payment Date”), with a Final Maturity Date as specified above, and to pay interest from the date hereof on the unpaid portion of said principal sum until payment thereof (computed on the basis of a 360-day year consisting of twelve 30-day months) at the Interest Rate specified above, such interest being payable as set forth in Exhibit A attached hereto (each, an “Interest Payment Date”).

This Bond shall bear interest from the Interest Payment Date next preceding the date on which it is authenticated, unless it is (a) authenticated upon an Interest Payment Date, in which event it shall bear interest from such Interest Payment Date or (b) authenticated prior to the first Interest Payment Date, in which event it shall bear interest from the date hereof; provided, however, that if at the time of authentication interest is in default, this Bond shall bear interest from the date to which interest has been paid.

The principal of and the interest on this Bond shall be payable in any coin or currency of the United States of America which is legal tender for the payment of public and private debts on the respective dates of payment thereof. Upon payment in full of the principal of and interest on this Bond, the holder of this Bond shall promptly cancel and surrender this Bond at the office of the Director of Finance and Risk Management of the City in Burlington, North Carolina (the “Bond Registrar”). For the prompt payment hereof, both principal and interest as the same shall become due, the faith and credit of the City are hereby irrevocably pledged.

This Bond is being issued by the City for the purpose of providing funds, together with other available funds, to refund all of the City’s outstanding General Obligation Refunding Bonds, Series 2005, dated September 1, 2005, and paying certain fees and expenses relating to the sale and issuance of this Bond. This Bond is being issued under and pursuant to The Local Government Bond Act, as amended, Article 7, as amended, of Chapter 159 of the General Statutes of North Carolina, an order adopted by the City Council of said City, which order has taken effect, and a resolution duly adopted by said City Council (the “Resolution”).

The principal installments of this Bond are subject to redemption prior to their stated Principal Payment Dates, at the option of the City, from any moneys that may be available for such purpose, either in whole or in part on any date, at a redemption price equal to 100% of the principal amount of this Bond to be so redeemed, plus accrued interest, if any, thereon to the redemption date.

At least ten (10) days but not more than sixty (60) days prior to the redemption date of any principal amount of this Bond to be redeemed, the Bond Registrar shall cause a notice of any such redemption to be mailed, first class, postage prepaid, to the registered owner of this Bond.

Any notice of redemption may state that the redemption to be effected is conditioned upon the receipt by the Bond Registrar on or prior to the redemption date of moneys sufficient to pay the principal of and interest on the principal installments of this Bond to be redeemed and that if such moneys are not so received, such notice shall be of no force or effect and such principal installments shall not be required to be redeemed. In the event that such notice contains such a condition and moneys sufficient to pay the principal of and interest on such principal installments of this Bond to be redeemed are not received by the Bond Registrar on or prior to the redemption date, the redemption shall not be made, and the Bond Registrar shall within a reasonable time thereafter give notice, in the manner in which the notice of redemption was given, that such moneys were not so received.

On the date designated for redemption, notice having been given as aforesaid, the portion of the principal installment of this Bond so called for redemption shall become due and payable at the redemption price provided for redemption of such principal installments on such date plus accrued interest to such date.

The principal installments of this Bond shall be redeemed only in whole multiples of \$1,000. If less than all of the principal installments of this Bond are called for redemption, the principal installments of this Bond to be so redeemed shall be determined in inverse order of maturity.

The Bond Registrar shall keep at his or her office the books of the City for the registration of transfer of this Bond. The transfer of this Bond may be registered only upon such books and as otherwise provided in the Resolution upon the surrender hereof to the Bond Registrar, together with an assignment duly executed by the registered owner hereof or his attorney or legal representative in such form as shall be satisfactory to the Bond Registrar. Upon any such registration of transfer, the Bond Registrar shall deliver in exchange for this Bond a new Bond registered in the name of the transferee in an aggregate principal amount equal to the principal amount of this Bond, containing the same principal installments and bearing interest at the same rate. This Bond may not be exchanged for any denomination other than the outstanding principal amount thereof. Notwithstanding the foregoing, the Bond Registrar shall not register the transfer of this Bond to any person or entity other than a bank, insurance company or similar financial institution unless such transfer has been approved by the Local Government Commission of North Carolina.

It is hereby certified and recited that all acts, conditions and things required by the Constitution and laws of North Carolina to happen, exist and be performed precedent to and in

the issuance of this Bond have happened, exist and have been performed in regular and due form and time as so required; that provision has been made for the levy and collection of a direct annual tax upon all taxable property within the City sufficient to pay the principal of and the interest on this Bond as the same shall become due; and that the total indebtedness of the City, including this Bond, does not exceed any constitutional or statutory limitation thereon.

This Bond shall not be valid or become obligatory for any purpose or be entitled to any benefit or security under the Resolution until this Bond shall have been authenticated by the execution by the Bond Registrar of the certificate of authentication endorsed hereon.

IN WITNESS WHEREOF, the City of Burlington, North Carolina, by resolution duly adopted by its City Council, has caused this Bond to be signed by its Mayor and City Clerk and its official seal to be impressed hereon, all as of the ____ day of February, 2015.

[Do not sign] _____
Mayor

[SEAL]

[Do not sign] _____
City Clerk

CERTIFICATE OF LOCAL GOVERNMENT COMMISSION

The issuance of the within Bond has been approved under the provisions of The Local Government Bond Act of North Carolina.

[Do not sign] _____
Secretary, Local Government Commission

CERTIFICATE OF AUTHENTICATION

This Bond is the Bond of the series designated herein and issued under the provisions of the within-mentioned Resolution.

[Do not sign] _____
Director of Finance and Risk Management,
as Bond Registrar

Date of authentication: _____

ASSIGNMENT

FOR VALUE RECEIVED the undersigned registered owner thereof hereby sells, assigns and transfers unto _____

the within Bond and all rights thereunder and hereby irrevocably constitutes and appoints _____,

attorney to register the transfer of said bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

In the presence of:

NOTICE: The signature must be guaranteed by an institution which is a participant in the Securities Transfer Agent Medallion Program (STAMP) or similar program.

The signature to this assignment must correspond with the name as it appears on the face of the within Bond in every particular, without alteration of enlargement or any change whatever.

EXHIBIT A

DEBT SERVICE SCHEDULE

<u>Payment Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
August 1, 2015		\$21,010.68	\$ 21,010.68
February 1, 2016	\$1,262,000.00	21,246.75	1,283,246.75
August 1, 2016		14,621.25	14,621.25
February 1, 2017	1,218,000.00	14,621.25	1,232,621.25
August 1, 2017		8,226.75	8,226.75
February 1, 2018	1,168,000.00	8,226.75	1,176,226.75
August 1, 2018		2,094.75	2,094.75
February 1, 2019	399,000.00	2,094.75	401,094.75

Section 4. (a) The principal installments of the Bond are subject to redemption prior to their stated principal payment dates, at the option of the City, from any moneys that may be available for such purpose, either in whole or in part on any date, at a redemption price equal to 100% of the principal amount of the Bond to be so redeemed, plus accrued interest, if any, thereon to the redemption date.

(b) The principal installments of the Bond shall be redeemed only in whole multiples of \$1,000. If less than all of the principal installments of the Bond are called for redemption, the principal installments of the Bond to be so redeemed shall be determined in inverse order of maturity.

If the principal installments of the Bond are redeemed in part only, then on or after the redemption date, upon surrender of such Bond, a new Bond in principal amount equal to the unredeemed portion of such Bond and reflecting a new principal installment schedule reflecting the principal installments so redeemed shall be issued to the registered owner of the Bond. In lieu of issuing a new Bond, the Bond Register may direct the registered owner of the Bond to evidence such redemption by appropriate notation on the Bond or by substituting a new Exhibit A to the Bond reflecting such partial redemption.

(c) At least ten (10) days but not more than sixty (60) days prior to the redemption date of any principal amount of the Bond to be redeemed, the Bond Registrar shall cause a notice of any such redemption to be mailed, first class, postage prepaid, to the registered owner of the Bond. A copy of such notice shall also be given by first class mail, postage prepaid, to the Local Government Commission; provided, however, that failure to give such notice to the Local Government Commission or any defect therein shall not affect the sufficiency of the proceedings for redemption.

Each such notice shall set forth the designation and date of the Bond, the date fixed for redemption, the principal amount of the Bond to be redeemed, the redemption price to be paid, the address and phone number of the Bond Registrar and the date of the redemption notice. If the principal installments of the Bond are redeemed in part only, the notice of redemption shall state also that on or after the redemption date, upon surrender of such Bond, a new Bond in principal amount equal to the unredeemed portion of such Bond and reflecting a new principal installment schedule reflecting the principal installments so redeemed shall be issued to the registered owner of the Bond (or in lieu thereof an appropriate notation shall be appended to the Bond evidencing such redemption).

Any notice of redemption may state that the redemption to be effected is conditioned upon the receipt by the Bond Registrar on or prior to the redemption date of moneys sufficient to pay the principal of and interest on the principal installments of the Bond to be redeemed and that if such moneys are not so received, such notice shall be of no force or effect and such principal installments shall not be required to be redeemed. In the event that such notice contains such a condition and moneys sufficient to pay the principal of and interest on such principal installments of the Bond to be redeemed are not received by the Bond Registrar on or prior to the redemption date, the redemption shall not be made, and the Bond Registrar shall within a reasonable time thereafter give notice, in the manner in which the notice of redemption was given, that such moneys were not so received.

Section 5. The Bond Registrar shall keep at his or her office the books of the City for the registration of transfer of the Bond. The transfer of the Bond may be registered only upon such books and as otherwise provided in this resolution upon the surrender hereof to the Bond Registrar, together with an assignment duly executed by the registered owner thereof or his attorney or legal representative in such form as shall be satisfactory to the Bond Registrar. Upon any such registration of transfer, the Bond Registrar shall deliver in exchange for the Bond a new

Bond registered in the name of the transferee in an aggregate principal amount equal to the principal amount of the Bond, containing the same principal installments and bearing interest at the same rate. The Bond may not be exchanged for any denomination other than the outstanding principal amount thereof. Notwithstanding the foregoing, the Bond Registrar shall not register the transfer of the Bond to any person or entity other than a bank, insurance company or similar financial institution unless such transfer has been approved by the Local Government Commission of North Carolina.

In all cases in which the transfer of the Bond shall be registered hereunder, the Bond Registrar shall authenticate and deliver at the earliest practicable time a new Bond in accordance with the provisions of this resolution. Any Bond surrendered in any such registration of transfer shall forthwith be canceled by the Bond Registrar. The City or the Bond Registrar may make a charge for shipping and out-of-pocket costs for every such registration of transfer of the Bond sufficient to reimburse it for any tax or other governmental charge required to be paid with respect to such registration of transfer, but no other charge shall be made by the City or the Bond Registrar for registering the transfer of the Bond under this resolution.

The person or entity in whose name the Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes, and payment of or on account of the principal or interest on the Bond shall be made only to or upon the order of the registered owner thereof or his legal representative. All such payments shall be valid and effectual to satisfy and discharge the liability upon the Bond and interest thereon, to the extent of the sum or sums so paid.

The City shall appoint such registrars, transfer agents, depositaries or other agents as may be necessary for the registration and registration of transfer of the Bond within a reasonable time according to then current commercial standards and for the timely payment of principal and interest with respect to the Bond. The Director of Finance and Risk Management of the City, or any person at any time acting in such capacity, is hereby appointed the registrar, transfer agent and paying agent for the Bond (collectively the "Bond Registrar"), subject to the right of the City Council of the City to appoint another Bond Registrar, and as such shall keep at his or her office in the City, the books of the City for the registration, registration of transfer and payment of the Bond as provided in this resolution.

Section 6. The City covenants that, to the extent permitted by the Constitution and laws of the State of North Carolina, it will comply with the requirements of the Internal Revenue Code of 1986, as amended or as may be amended from time to time (the "Code"), and any Treasury regulations now or hereafter promulgated thereunder, to the extent necessary so that interest on the Bond will not be included in gross income of the owner thereof for purposes of federal income taxation.

Section 7. The City hereby represents that it reasonably expects that it, all subordinate entities thereof and all issuers issuing obligations on behalf of the City will not issue in the aggregate more than \$10,000,000 of tax-exempt obligations (not counting private-activity bonds except for qualified 501(c)(3) bonds as defined in the Code and certain refunding obligations) during calendar year 2015. In addition, the City hereby designates the Bond as a "qualified tax-exempt obligation" for the purposes of Section 265(b)(3) the Code.

Section 8. The proposal set forth in the Bond Purchase Agreement, to be dated as of the date of delivery thereof (the "Bond Purchase Agreement"), among the Local Government Commission of North Carolina, the City and the Purchaser, the form of which is presented at this meeting, providing for the purchase of the Bond by the Purchaser at a purchase price equal to 100% of the principal amount of the Bond, subject to the approval thereof by the Local Government Commission, is hereby approved. The Local Government Commission is hereby requested to sell and award the Bond to the Purchaser on behalf of the City, subject to the approval of the City, in accordance with the terms of the Bond Purchase Agreement. The Mayor, the City Manager and the Director of Finance and Risk Management of the City are each hereby individually designated to approve on behalf of the City the sale of the Bond to the Purchaser for such purchase price and upon such terms and conditions as the officer approving the sale shall determine, subject to the provisions of this resolution. The Mayor, the City Manager and the Director of Finance and Risk Management of the City are each hereby individually authorized and directed in the name and on behalf of the City to execute and deliver the Bond Purchase Agreement in substantially the form presented, together with such changes, additions and deletions as the officer executing and delivering the Bond Purchase Agreement, with the advice of counsel, may deem necessary and appropriate, such execution and delivery to be conclusive evidence of the approval and authorization in all respects of the form and content thereof.

Section 9. The City's outstanding General Obligation Refunding Bonds, Series 2005, dated September 1, 2005, and maturing on February 1, 2016 to 2019, inclusive (the "Refunded Bonds"), are hereby irrevocably called for redemption on February 3, 2015, in accordance with the provisions of the Refunded Bonds, the resolution authorizing the issuance of the Refunded Bonds and this resolution.

Section 10. The Mayor, the City Manager, the Director of Finance and Risk Management and the City Clerk of the City are hereby authorized and directed to execute and deliver such closing and other documents necessary for the purpose of facilitating the sale and issuance of the Bond in a manner consistent with the terms of this resolution. All actions heretofore taken by the Mayor, the City Manager, the Director of Finance and Risk Management or the City Clerk of the City for the purpose of facilitating the sale and issuance of the Bond and the redemption of the Refunded Bonds in a manner consistent with the terms of this resolution is hereby authorized, ratified and approved.

The officers of the City and the agents and employees of the City are hereby authorized and directed to do all acts and things required of them by the provisions of this resolution, the Bond and the Bond Purchase Agreement for the full, punctual and complete performance of the terms, covenants, provisions and agreements of the same.

Section 11. This resolution shall take effect upon its passage, except that the provisions in Section 9 of this resolution calling the Refunded Bonds for redemption shall only become effective upon the issuance of the Bond.

Upon motion of Council Member _____, seconded by Council Member _____, the foregoing resolution entitled "RESOLUTION PROVIDING FOR THE SALE AND ISSUANCE OF A \$4,047,000 CITY OF BURLINGTON, NORTH CAROLINA GENERAL OBLIGATION REFUNDING BOND, SERIES 2015" was passed by the following vote:

Ayes: _____

Noes: _____

* * * * *

I, Renee M. Ward, City Clerk of the City of Burlington, North Carolina, DO HEREBY CERTIFY that the foregoing is a true copy of so much of the proceedings of the City Council of said City at a regular meeting held on January 20, 2015, as relates in any way to the adoption of the foregoing resolution authorizing the sale and issuance a general obligation refunding bond of said City and that said proceedings are recorded in the minutes of said City Council.

I DO HEREBY FURTHER CERTIFY that proper notice of such regular meeting was given as required by North Carolina law.

WITNESS my hand and the official seal of said City this 20th day of January, 2015.

City Clerk

[SEAL]

Burlington Police Department

2015-Alamance County-Law Enforcement Investigator

Governor's Crime Commission Grant

01/06/2015 (GRANT DUE—January 30, 2015)

Project Summary

The Burlington Police Department is working in cooperation with the Alamance County District Attorney's Office to create a special prosecutor and investigative staff responsible for the successful investigation and prosecution of all matters involving human trafficking.

Dates of Activity

July 1, 2015—June 30, 2017

Project Abstract

Human trafficking is an emerging problem in Alamance County and across our county. Both our unique location between metropolitan areas to the east and west and also the dual-interstate system that bifurcates the county attract visitors to pass through, sometimes leaving a string of crimes in our county. Law enforcement investigations have revealed that our unique location is prime for the recruitment of trafficking victims in Alamance County, as well as the holding of victims, both adult and child, for the use of forced labor and sex slavery. The Burlington Police Department, along with collaborative partners in law enforcement, prosecution and victim's services, wants to make greater strides to eradicate these horrendous crimes from our communities. However, the problem seems greater than current resources allow, in time, monetary resources, and staffing resources. We are seeking collaborative funding, along with the Alamance County District Attorney's Office, to create a specialized Sexual Assault/Human Trafficking Unit to uncover and combat the crimes of human trafficking in our county. Along with initiating this special investigative and prosecutorial unit, this grant also creates a county-wide anti-human trafficking advocacy council, combining expertise from all law enforcement agencies and victim's services partners, to reflect county-wide participation and collaboration to effectively partner to stop human trafficking in Alamance County.

Personnel Positions

This grant provides funding for one officer within the Burlington Police Department. The law enforcement officer/investigator will be assigned to investigate all human trafficking cases as well as related cases that often contribute to the victimization of individuals living or traveling through Alamance County. The included cases involve sexual assault, both adult and child; human trafficking; prostitution; domestic violence cases; and missing person/runaway cases as they may relate to human

trafficking. The officer/investigator will be the liaison and representative from the Burlington Police Department to serve on the Anti-Human Trafficking Advocacy Council. He/she will work directly with Assistant District Attorney's assigned to prosecute human trafficking law violations.

Travel Budget

The travel budget allows the officer/investigator to attend out-of-state training in Clearwater, Florida at the 5th Annual International Association of Human Trafficking Investigators (IAHTI) Conference. This three day conference, typically held in May, will provide information and strategies on how to successfully investigate and prosecute trafficking cases to support the efforts of the Sexual Assault/Human Trafficking Prosecutor. Additionally, the staff of the IAHTI can provide support to the prosecutor for the newly formed advocacy council through their specialized training. The travel budget includes round-trip airfare, 4 nights' hotel accommodations at the rate specified by IAHTI, meals (as not provided by IAHTI, and funds to rent a car for 4 days. The conference registration fee is also included in the grant budget.

Supplies/Operating Budget

This project requires the investigator to have an assigned laptop to complete reports and designated paperwork electronically. Furthermore the project requires electronic access to multiple criminal databases to conduct investigations and research. This also requires data connectivity through a mobile internet device, such as a mobile "air card", or mobile "hotspot" for internet connectivity. The Project also requires the investigator to have an assigned cell phone for communications with all collaborative agencies and entities.

Equipment Budget

This project requires one new grant funded position for a sworn officer and a 25% match to be satisfied by the Victim/Witness Assistance Coordinator's position already within the Burlington Police Department. With the creation of this entry level position at Burlington Police Department, an experienced detective will be reassigned to the newly created Anti- Human Trafficking Advocacy Council. The equipment required to increase Burlington Police Department staffing of sworn officers by one position is the cost of purchasing and outfitting one new patrol car, uniforms, and necessary equipment for an entry level officer.

Partners

This grant will help us create a primary partnership between the Burlington Police Department and the Alamance County District Attorney's Office, for the purpose of a specialized sexual assault/human trafficking unit. The DA's Office and the Burlington Police Department will then collaborate with all other law enforcement agencies in Alamance County to form the Alamance County Anti-Human Trafficking Advocacy Council. This council will bring together all agencies in prosecution, law enforcement, and victim's services to collaborate on tips, investigations, strategies, policies, and procedures, to ensure that human trafficking investigations and prosecutions are effective in Alamance County.

Project Narrative Summary

Along with the Alamance County District Attorney's Office's request for grant funding to support a prosecutor and a victim/witness assistant to implement human trafficking prosecutions, the Burlington Police Department is submitting a companion grant to fund a designated investigator to focus concentrated efforts towards all human trafficking-related investigations. The two agency's grant positions are mutually dependent upon one another to be successful in all investigations and prosecutions. These designated officials will continuously collaborate on human trafficking-related issues, forming a partnership to exemplify to other law enforcement agencies the cohesive nature with which these investigations should be handled. Additionally, both agencies will participate in the Alamance County AHTAC that will further foster cooperative relationships and investigations county-wide.

Project Timeline

July 1, 2015- Commence grant work by hiring prosecutor and VWLA. Schedule initial meeting of the Alamance County ATHAC for August 2015.

August 2015- Hold initial meeting of the Alamance County AHTAC and ADA to begin compiling all data, records, notes, and minutes for the purposes of grant objectives, measurements, and evaluations.

September 2015- Meet with BPD to determine pro-active investigation planning and prosecution/trial schedules for 2016. Begin to develop victim-centered response protocols to instances of human trafficking.

October 2015- Assigned prosecutors and investigators begin to develop training methods and cooperate with participating AHTAC members to schedule and implement training for first-responding officers.

January 2016- Review effectiveness of AHTAC meetings and collaborative investigative efforts. Implement training schedule.

February 2016- Begin to implement response protocols as determined by 2015 AHTAC meetings.

May 2016- Attend IAHTI human trafficking training in Clearwater, Florida.

July 2016- Evaluate and review training schedule and investigative efforts for remaining 12 months of grant. Review response protocols in reflection of cases initiated in preceding 12 months. Identify future training dates.

December 2016- Alamance County AHTAC to identify deficiencies in the prior procedures and implement changes/recommendations.

January - June 2017- Continue pro-active collaborative efforts.

|

Project Goal

To develop and implement a collaborative, pro-active, victim-centered approach to human trafficking investigations and prosecutions in Alamance County.

Project Objectives

- 1- Project Objective- Create the Alamance County Anti-Human Trafficking Advocacy Council, a collaborative community response to the growing human trafficking problem throughout Alamance County.

Performance Measure- Record the number and frequency of meetings of Alamance County ATAC and variety of topics discussed.

Evaluation Method- Record the frequency with which agencies participate by measuring who represents the agencies at each meeting and their contributions to the discussion.

- 2- Project Objective- Cultivate agency collaboration in investigating human trafficking tips, making arrests, and securing prosecutions.

Performance Measure- Measure the number of investigations involving inter-agency collaboration and cooperation and the number of prosecutions involving multi-agency assistance.

Evaluation Method- Utilize Alamance County AHTAC, all agencies participate in a roundtable to critique the effectiveness of inter-agency collaborations pertaining to cases presented for prosecution.

- 3- Project Objective- Develop county-wide human trafficking victim-centered response protocols.

Performance Measure- Recording the minutes of Alamance County AHTAC to reflect the progress of conversations developing these protocols and continuing to edit the protocols as they advance.

Evaluation Method- Establishing an Alamance County Victim-Centered Response Protocol as agreed upon by all law enforcement agencies, the Alamance County District Attorney's Office, and human trafficking victim service providers, through the use of the Alamance County AHTAC.

- 4- Project Objective- Develop and implement county-wide training for first-responding officers to recognize and document signs and clues of human-trafficking cases.

Performance Measure- Record the frequency of trainings, the number of officers who attend trainings, and which agencies participate in the offered trainings.

Evaluation Method- Require officers who attend county-wide human trafficking trainings to evaluate the content of said trainings, and utilize group discussion at the Alamance County

July 2015-June 2016 1st year budget- \$100,000 cap

Officer with benefits- \$53,200

Cell- \$60/mo (\$720/yr) plus phone case \$45

Hotspot- \$43/mo (\$516/yr)

Laptop w/ necessary docking station and equipment- \$1600

Mobile Radio- \$5,500 plus \$396/yr access fee

Detective Vehicle – \$21,000

Officer Equipment/ uniforms- \$11,000

Training and travel- Clearwater, FL IAHTI Conference \$6000 (conference fees, hotel lodging, rental car, air fare, and meals that are not provided by the conference)

Total- \$99,977.00

July 2016-June 2017 2nd year budget- \$100,000 cap

Officer with benefits- \$55,857.00

Cell- \$60/mo (\$720/yr)

Hotspot- \$43/mo (\$516/yr)

Mobile Radio- \$396/yr access fee

Equipment-

- LPR (mobile with hide) - \$20,000
- 7 IP cameras- \$17,500
- 3 Mobile tracking device - \$2,400

Accurant software (1 user) - \$2,600 (per year)

Total- \$99,989.00

In-Kind match for both years must total at least \$25,000 or 25% of the total grant

The numbers for the “In-Kind” match of \$25,000, which can be made by utilizing our existing Victim’s Assistance Advocates, needs to be included.

<https://www.nccrimecontrol.org/div/GCC/2015%20CVS%20Priorities.pdf>

C. LAW ENFORCEMENT / PROSECUTORS' OFFICES /COURT OFFICIALS

C1. Law Enforcement (\$100,000 Federal Share maximum per year)

Restricted to Domestic Violence, Dating Violence, Sexual Assault and/or Stalking

Proposals should include Law Enforcement and a Victim Advocate position as described below:

☐ Up to two Designated Sworn Law Enforcement Officers - AND

☐ Victim Advocate who is placed in law enforcement agency and serves as liaison between victims and personnel in law enforcement agencies.

**If Law Enforcement unit already has an in-house Victim Advocate, this position will not be required. Position can be used as in-kind match. Agency will be required to provide verification regarding Advocate's roles and responsibilities.*

C2. Prosecutors' Offices (\$105,000 Federal Share maximum per year)

Restricted to Domestic Violence, Dating Violence, Sexual Assault and/or Stalking

Proposals may include up to two personnel positions of:

☐ Victim Witness Legal Assistant

☐ Prosecutor

☐ Investigator

C3. Court Officials

Restricted to Domestic Violence, Dating Violence, Sexual Assault and/or Stalking

A proposal will be accepted from the Administrative Office of the Courts (AOC) addressing Domestic Violence, Dating Violence, Sexual Assault and/or Stalking.

Proposals for the above (C1, C2 & C3) should describe services provided by criminal justice professionals in Law Enforcement, Prosecution and/or Court for any of the following priority areas:

☐ Developing, training, or expanding specialized units or victim assistant programs that target violent crimes against women, such as domestic violence, dating violence, sexual assault, or stalking. Specialized units must include one dedicated criminal justice professional and can be based in any one or more of the following: Law Enforcement, Prosecution, Courts.

(C1, C2 or C3)

☐ Victim Assistants who are placed in law enforcement agencies who serve as liaisons between victims of domestic violence, dating violence, sexual assault and stalking and personnel in law enforcement agencies to improve the enforcement of protection orders. These special victim assistants are also known as "Jessica Gonzales Victim Assistants."

(C1)

☐ Training to criminal justice system professionals (Judges, Prosecutors, Law Enforcement, Probation Officers, Magistrates, Clerks of Court) on issues related to

domestic violence, dating violence, sexual assault, and stalking, which may include professional development of responding officers, strengthening internal policy and procedure *Page 3 of 6*

and/or strengthening interagency policy and procedure for responding to violence against women and special victim populations. **(C1, C2 or C3)**

☐ Court sanctioned, evidenced-based Batterers Intervention Programs. **(C3)**

Applications must come from programs approved by The North Carolina Council for women per G.S. 15A-1343(b1)(9a); 50B-3(a)(12);143B-394.16

Programs must utilize an evidenced-based model as outlined in The North Carolina Intervention Program Guide to Achieving Recommended Practices.

ALL PROPOSALS UNDER THIS PRIORITY MUST INCLUDE A WRITTEN AGREEMENT DEMONSTRATING COMMUNITY PARTNERSHIPS. PROPOSALS MUST ALSO INCLUDE ONE OR MORE OF THE FOLLOWING:

☐ Improving and/or developing interagency protocols on effective response. At minimum, collaborative partners must include victim service providers.

☐ Improving and/or developing an advocacy council or task force to meet regularly to review current services/cases.

☐ Providing opportunity for professional development and/or Coordinated Community Response (CCR) through training conducted by Office on Violence Against Women, Office for Victims of Crime, North Carolina Coalition Against Domestic Violence, North Carolina Coalition Against Sexual Assault, North Carolina Victim Assistance Network, Department of Health and Human Services, North Carolina Justice Academy and/or North Carolina Statewide Automated Victim Assistance and Notification (NC SAVAN).

Alamance County
Anti-Human Trafficking Advocacy Council

MEMORANDUM OF UNDERSTANDING

2015-2017

Collaboration, Communication, Investigation, Suppression

PURPOSE AND GOALS

The purpose of this MEMORANDUM OF UNDERSTANDING, hereinafter referred to as “MOU” is to provide members of the Alamance County Anti-Human Trafficking Advocacy Council, hereinafter referred to as “Alamance County AHTAC,” clear guidelines relating to a collaborative community response to the growing human trafficking problem throughout Alamance County. That response focuses on collaboration, communication, investigation, and suppression of human trafficking activities in Alamance County. This MOU, which establishes the joint collaboration for the Alamance County AHTAC partnership, seeks to maximize inter-agency support and law enforcement cooperation. This MOU formalizes relationships between participant agencies for intelligence gathering, document sharing, and investigation coordination. It is the desire of the participating agencies to attain maximum inter-agency cooperation and information sharing aimed at increasing human trafficking detection efforts within Alamance County. Through proactive collaboration and communication, the Alamance County AHTAC seeks to achieve the following goals:

- Educate law enforcement about the signs/indicators of human trafficking;
- Cohesively share information and tips to inform officers county-wide of possible on-going human trafficking;
- Coordinate human trafficking investigations through participating agencies;
- Develop uniform victim-centered response protocols to human trafficking crimes;
- Increase community awareness of human trafficking in Alamance County.

SCOPE

This protocol applies to all members of the participating law enforcement agencies in Alamance County, including the Alamance County District Attorney’s Office, and any participating community-based service providers. Nothing in this MOU should be construed as limiting or impeding the basic spirit of cooperation already in existence between participating agencies.

RESPONSIBILITY

It is the responsibility of each member of each participating agency to become familiar with and adhere to the provisions of this MOU. Command and supervisory staff of the participating agencies should ensure compliance with the goals outlined herein and shall provide staff to attend the scheduled monthly meetings of the Alamance County AHTAC.

COOPERATION

The direction of the Alamance County AHTAC shall comply and comport with the requirements of any grant it hereby supports in action and deed. The participating grantee partners, including the Alamance County District Attorney's Office and the Burlington Police Department, shall share with the Advocacy Council any and all specified goals of any respective grants and the membership of the council shall seek to further those goals, as they align with the goals of the MOU through inter-agency cooperation.

AGREEMENT

Each signatory represents that, as the head of his or her law enforcement agency or community partnership, that that agency has the authority to enter into an MOU based on officially adopted policies or guidelines of the appropriate governing body.

Meeting Times

The initial meeting location, time, and date of the Alamance County AHTAC shall be established by the Alamance County District Attorney's Office and the Burlington Police Department and shall be published to members in July 2015. Thereafter, the group shall meet in August 2015 and every month following until 2015 concludes. The Alamance County AHTAC shall decide in December 2015 the frequency with which subsequent meetings will be scheduled.

Termination/Modification

This MOU does not have an automatic expiration date, insofar as all parties are agreeable. In the event that any signatory to this MOU discontinues service as the head of his or her respective agency, this MOU shall continue in full force and effect until such time as it is terminated. Any termination of this MOU shall be at the time agreed upon by a vote of the majority of the respective agency heads.

This MOU, made and entered into this the 20th day of January, 2015, between law enforcement and community-based partners through their respective agency heads, and shall be executed by said respective agency heads. Any revisions shall be requested by the agency desiring the revision and the revision shall be voted upon by all parties contained in this agreement and implemented only with the majority favoring the revision.

IN WITNESS WHEREOF, the Parties have caused this MEMORANDUM OF UNDERSTANDING to be executed by their duly authorized representatives as of January 2015.

Patrick Nadolski, Alamance County District Attorney
Alamance County District Attorney's Office

Terry Johnson, Sheriff
Alamance County Sheriff's Office

Jeffrey Smythe
Burlington Police Department

Cliff Parker, Chief
Elon Police Department

Jeffrey Pritchard, Chief
Graham Police Department

Terry Caldwell, Chief
Mebane Police Department

Ron Parrish, Chief
Gibsonville Police Department

Neal Dickens, Chief
Haw River Police Department

Dennis Franks, Director of Campus Safety and Police
Elon University Police Department

Darren Wright, First Sergeant, Troop D
North Carolina State Highway Patrol

Suzan Evans, Executive Director
CrossRoads Sexual Assault and Response Center

Liz Leon, Program Director
Alamance for Freedom

Susan Osbourne, Director
Alamance County Department of Social Services



INTEROFFICE MEMO

City of Burlington
Water Resources Department
1302 Belmont Street
Burlington, NC 27215

P: 336.222. 5133

www.BurlingtonNC.gov/Utilities

F: 336.570.6175

Date: January 14, 2015

To: Harold Owen, City Manager

Peggy Reece, Director of Finance & Risk Management

From: Robert C. Patterson, Jr., PE, Water Resources Director *RCP*

RE: Change Order No. 2 & Budget Amendment Request – Haw River Interceptor Replacement – Phase 2A

City Council approved award of the construction contract for Phase 1 of the replacement of the Haw River Interceptor to Park Construction in the amount of \$2,861,178.13 at July 15 City Council meeting. At its October 7, 2014 City Council approved Change Order No. 1 in the amount of \$199,705.00 to extend the pipe replacement under the flood wall to the headworks of the treatment plant. Work under Phase 1 involved the replacement of 4,000 feet of the approximately 11,000 feet of the Haw River Interceptor line. This work will be completed by the end of this month, approximately 3 months ahead of schedule and within budget with exception of the City-initiated Change Order No. 1.

In August, 2014 the City contracted with Alley, Williams, Carmen, & King (AWCK) to design the replacement of the remainder of the Haw River Interceptor (called Phase 2). At the request of the Water Resources and Engineering Departments, AWCK focused design initially on the portion of the line upstream of Park Construction's contracted work to allow for the option to extend Park Construction's contract while they were on site. This was a consideration for two reasons: 1) The contract with Park Construction contained language allowing the contract to be extended 100% with the agreement of both the City and Park Construction; and 2) Construction pricing provided by Park Construction was very good – the initial bid by Park Construction for Phase 1 was approximately \$1.1 million less than the next bid.

Based on design documents prepared for AWCK for Phase 2A, Park Construction has submitted a proposal to install an additional 3,500 feet of 42" diameter sanitary sewer in the amount of \$2,661,473.00.

Water Resources and Engineering Department staff recommend extension of the contract with Park Construction to include the replacement of approximately 3,502 feet as Phase 2A. This will leave approximately 3,500 feet to be replaced on this line which AWCK will design.

Attached is Change Order No. 2 adding the cost of this work (\$2,661,473.00) and 150 calendar days to the contract with Park Construction. A budget amendment will be needed to fund Change Order No.2.

I request approval of the budget amendment for \$2,661,473.00 and consideration of approval of Change Order No. 2 to the contract for the 42-inch Haw River Interceptor Replacement – Phase 2A in the amount of \$2,661,473.00 be placed on the agenda for the January 20, 2015 City Council Meeting.

Please let me know if you need additional information.

Copy: Matt Beckwith, PE, Assistant City Engineer
Brad Bullis, Senior Accountant

CONTRACT: 42-INCH HAW RIVER INTERCEPTOR
REPLACEMENT – PHASE I

PROJECT: 4277-14

DATE: January 13, 2015

CHANGE ORDER

CO # 2

PO # 705-0000074

Project # 4277-14

To: Park Construction of NC, Inc.
PO Box 500
Morrisville, NC 27560

From: City of Burlington
425 S. Lexington Avenue
Burlington, North Carolina 27215

PROJECT: 42-Inch Haw River Interceptor Replacement – Phase I

You are hereby notified that Owner is issuing **Change Order # 2** for the above referenced contract under the provisions of the General Conditions. This change is subject to all the terms, conditions and provisions of the original contract.

Item #	Description Of Changes (Increases)	Account #	Amount
a.	Phase 2A, the replacement of the existing 42-inch CMP sewer, Riverside Dr to Servis Creek Approximately 3,558 LF of 42-inch Sanitary Sewer Replacement	E 030-75705-7500	\$2,661,473.00
Contract Amount before modified			\$3,060,883.13
Contract Amount as modified			\$5,722,356.13

Description of Change: Description of each increase and associated cost breakdowns are attached, along with all related project communications.

Contract performance period changes: 150 calendar days Increased

RECOMMENDATION OF CHANGE ORDER (BY CONSULTANT)

The change described above is hereby recommended:

By: [Signature]
Firm: Alley, Williams, Carmen, and King

Title: Principal
Date: 1/13/15

ACCEPTANCE OF CHANGE ORDER (BY CONTRACTOR)

The change described above is accepted and hereby acknowledged:

By: [Signature]
Firm: Park Construction of North Carolina, Inc.

Title: Vice President
Date: 1/14/15

APPROVAL OF CHANGE ORDER (BY OWNER)

By: _____
Date: _____
Title: Finance Officer

By: _____
Date: _____
Title: Mayor
City of Burlington, North Carolina

By: _____
Date: _____
Title: City Engineer
City of Burlington, North Carolina

This Instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act

CONTRACT: 42-INCH HAW RIVER INTERCEPTOR
REPLACEMENT – PHASE I

PROJECT: 4277-14

DATE: January 13, 2015

CHANGE ORDER

CO # 2

PO # 705-0000074

Project # 4277-14

Contract Summary

Original Contract Amount	\$2,861,178.13
Previous Change Order No. 1	\$199,705.00
Proposed Change Order No. 2	\$2,661,473.00
Total Contract to Date	\$5,722,356.13

Contractor shall provide a breakdown of the lump sum items, City reserve the right to review and further evaluate the lump sum costs to confirm that the costs are in line with the phase 1 contract being extended.

Notice to Proceed			August 25, 2014
Contract Construction Period	Substantial Completion	240 calendar days	April 22, 2015
Change Order No. 1	Substantial Completion	20 calendar days	May 12, 2015
Change Order No. 2	Substantial Completion	150 calendar days	October 9, 2015
Final Completion	Final Completion	30 calendar days	November 8, 2015



January 13, 2015

Mr. Matthew C. Beckwith, P.E.
Assistant City Engineer
City of Burlington, NC
425 S. Lexington Avenue
Burlington, NC 27215

Re: 42-Inch Haw River Interceptor Replacement – Phase 2A

Subject: Proposal for Construction - Revised

Dear Mr. Beckwith:

Per our meeting of Friday January 9, 2015, please find attached for your consideration our revised pricing proposal for the construction of the Haw River Interceptor Replacement – Phase 2A. Our proposal is based upon the plans prepared by Alley, Williams, Carmen & King dated December 23, 2014. Additionally, we request a contract time extension of 150 calendar days for this work.

We offer the following clarifications to our proposal:

1. AWCK plans & details supersede KHA plans, details and conflicting specifications.
2. Rip Rap & Geotextile bid items used for all storm outlets, stream restorations, etc.
3. For the "Stream SB" bid item, we assumed providing Tindall Corp Standard vault sizes and designs to include: 6X6 Inlet Structure, 10X12 Outlet Structure & Tindall Std. Retaining Wall design.
4. Sanitary Sewer Services priced using "Inserta-Tees" for DIP. Three of the services will tie directly into the 42" DIP; the other two into manholes.
5. Price based on providing Pomona aluminum anti-seep collars

Changes from Original Proposal:

1. Our proposal includes the installation of 42" CL50 DIP P-401 sewer pipe for the entirety of Phase 2A as directed. Note that we are maintaining the same unit prices for DIP as Phase 1 and our original proposal. Changing the class of pipe to 50 allows us to maintain these unit prices as the price of CL51 DIP went up since the original bid. Utilizing DIP for all runs of sewer does not reduce our price.
2. We reduced the price for sewer bypass by changing the pump redundancy requirement to 50%.
3. We reduced the price for the "Stream SB" bid item by changing the outlet structure to a standard Tindall 10X12 box, eliminating the need for a crane.

TEAMWORK Together We Achieve The Extraordinary!

Post Office Box 500 • Morrisville, NC 27560 • Phone (919) 319-8801 • Fax (919) 319-8835



As discussed at our meeting, Park agrees to test dig between proposed MH 10 and 11 to determine the existing interceptor alignment. Should the existing alignment prove to be different than what is indicated, changes to the proposal may be warranted.

Thank you for your consideration of this proposal. Please let us know should you have any questions.

Sincerely,
Park Construction of NC, Inc.

A handwritten signature in black ink, appearing to read "EE Olsen", with a long horizontal stroke extending to the right.

Eric E. Olsen
Project Manager/Estimator

Attachment

cc: Josh Johnson, AWCK
Mark Reich, AWCK
Ken Malonson
Toby Chamberlain
32567

42-Inch Haw River Interceptor Replacement Phase 2A			Park Construction of NC, Inc.		
City of Burlington			Morrisville, North Carolina		
1/13/15, 11 AM					
				BID	BID
		Unit		UNITS	TOTAL
1	Mobilization (max. 5% of bid)	1.00	ls	128,800.00	128,800.00
2	Site Preparation - including Clearing & Grubbing	1.00	ls	195,000.00	195,000.00
3a1	F&I 42" CL 50 DIP P-401 Interceptor 0-6'	277.00	lf @	276.00	76,452.00
3a2	F&I 42" CL 50 DIP P-401 Interceptor 6-8'	936.00	lf @	279.00	261,144.00
3a3	F&I 42" CL 50 DIP P-401 Interceptor 8-10'	1,465.00	lf @	288.00	421,920.00
3a4	F&I 42" CL 50 DIP P-401 Interceptor 10-12'	824.00	lf @	299.00	246,376.00
3a4	F&I 42" CL 50 DIP P-401 Interceptor 12-14'	56.00	lf @	311.00	17,416.00
4	Sanitary Sewer Service Reconnection - (w/ Inserta Tee & DIP)	5.00	ea	2,300.00	11,500.00
5	8" DIP Sanitary Sewer Reconnections	3.00	ea	5,000.00	15,000.00
6a	F&I RCP Storm Drain Crossing (15")	220.00	lf @	27.00	5,940.00
6b	F&I RCP Storm Drain Crossing (24")	50.00	lf @	40.00	2,000.00
6c	F&I 15" FES	5.00	ea	1,200.00	6,000.00
6e	F&I 24" FES	2.00	ea	1,350.00	2,700.00
6f	F&I Grate Inlet	1.00	ea	2,000.00	2,000.00
6g	Concrete Pipe Collars	3.00	ea	750.00	2,250.00
7	F&I Bypass Pumping System	1.00	ls	370,000.00	370,000.00
8	F&I Anti-Seep Collars	3.00	ea	1,800.00	5,400.00
9	Maintenance & Restoration of Unpaved Surfaces	1.00	ls	34,193.50	34,193.50
10	Erect & Maintain Silt Fence	4,000.00	lf @	3.00	12,000.00
11a	Construct & Maintain Stone Stone Filter - 6'	13.00	ea	130.00	1,690.00
11b	Construct & Maintain Stone Stone Filter - 10'	6.00	ea	225.00	1,350.00
11c	Construct & Maintain Stone Stone Filter - 20'	2.00	ea	450.00	900.00
12	Furnish & Place Rip-Rap	250.00	tons	47.00	11,750.00
13	Furnish & Place Synthetic Geotextile Filter Fabric	150.00	sy	4.65	697.50
14	Furnish & Place Temporary Construction Entrances	4.00	ea	1,200.00	4,800.00
15	F&I Access Gates	4.00	ea	750.00	3,000.00
16	Stream SB Crossing	1.00	ls	229,000.00	229,000.00
17a	F&I Manhole No. 1	1.00	ls	15,000.00	15,000.00
17b	F&I Manhole No. 2	1.00	ls	13,500.00	13,500.00
17c	F&I Manhole No. 3	1.00	ls	16,500.00	16,500.00
17d	F&I Manhole No. 4	1.00	ls	13,800.00	13,800.00
17e	F&I Manhole No. 5	1.00	ls	14,850.00	14,850.00
17f	F&I Manhole No. 6	1.00	ls	17,800.00	17,800.00
17g	F&I Manhole No. 7	1.00	ls	16,000.00	16,000.00
17h	F&I Manhole No. 8	1.00	ls	13,800.00	13,800.00
17i	F&I Manhole No. 9	1.00	ls	16,000.00	16,000.00
17j	F&I Manhole No. 10	1.00	ls	16,650.00	16,650.00
17k	F&I Manhole No. 11	1.00	ls	20,000.00	20,000.00
18a	Remove Existing Point Repair MH	1.00	ls	1,300.00	1,300.00
18b	Cut Existing SSMH's to 2' below ground	2.00	ea	1,000.00	2,000.00
18c	Cut Existing SSMH at Proposed SSMH #4, Extend 8" SS	1.00	ls	5,000.00	5,000.00
18d	Fill SSMH's & Exist. SS Line w/ Flowable Fill, Complete in Place	375.00	cy	245.00	91,875.00
18e	Removal of 12" RCP Storm Drainage	85.00	lf @	7.00	595.00
19	NCDOT Positive Shoring	906.00	lf @	250.00	226,500.00
20	Dewatering and Restocking of Ponds	1.00	ls	14,200.00	14,200.00
21	Contingency Allowance	1.00	ls	2,824.00	2,824.00
	TOTAL BID (Less Sales Tax)				2,587,473.00
	Est. eligible sales tax				74,000.00
	TOTAL BID (w/ Sales Tax)				2,661,473.00

INTEROFFICE MEMORANDUM

FINANCE & RISK MANAGEMENT DEPARTMENT

TO: Mr. Harold T. Owen, City Manager

FROM: Peggy Reece, Director of Finance & Risk Management

SUBJECT: Budget Amendment 2015-47 - Haw River Interceptor Phase II

DATE: January 14, 2015

Attached is a copy of a memorandum from Bob Patterson, PE, Water Resources Director, requesting a budget amendment for a change order in association with Phase II of the Haw River Interceptor.

At the October 7, 2014 Council meeting, the City Council approved Change Order No. 1, which replaced 4,000 linear feet of the approximately 11,000 feet of the Haw River Interceptor line. This project is scheduled to be completed by month end, three months ahead of schedule.

A budget amendment is now being requested in the amount of \$2,661,473. The additional funds will allow for Park Construction to install an additional 3,500 feet of 42" diameter sanitary sewer line (Phase II). Both Water Resources and Engineering staff highly recommend extending the contract with Park Construction to include the replacing of 3,500 feet of 42" diameter sanitary sewer line

Please ask the City Council to amend the 2014-2015 Budget at its January 20th meeting as follows:

BA2015-47

Increase Revenues:

030-39398-0000 Appropriated Fund Balance	\$2,661,473
--	-------------

Increase Expenditures:

030-75705-7500 Construction in Progress	\$2,661,473
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Attachment

cc: Matt Beckwith, PE, Assistant City Engineer
Hal Hayes, Purchasing/Facilities Manager
Frank Hope, Director of Administrative Services
Bob Patterson, PE, Water Resources Director
Lanny Rhew, PE, City Engineer
Renee Ward, Administrative Manager/City Clerk
Beverly Smith, Deputy City Clerk